

OPEN

DAY

Sunday 20 September 2026

Members Market

The Members' Market is available for those members who would like to take the opportunity to sell their craft items. We will not be charging a table fee or taking a commission. This process will be under review for future events.

SCHEDULE

- **By Friday 11th September**, register as a Seller at Reception, you will be allocated a Seller Number. Collect an Item List form to make a listing of all the items you will have for sale, plus the cost.
- **Saturday 19th September (between 9am and 12pm)**, bring your items to the Craft Room and set them up. Hand in your Item List. Every item must be labelled with your Seller Number and Item Number. Items will not be accepted unless you have pre-registered as a Seller, you have completed the Item List form and all items are labelled.
- **Sunday 20th September**, collect unsold items between 3pm and 3.30pm.

Gallery

The Gallery will be held in the White/Purple rooms. This is for members who wish to sell their original paintings. As there will be limited space on class display boards, all paintings for sale must be registered in the Gallery.

SCHEDULE

- **By Friday 11th September:**
 - Register as a Seller at Reception.
 - Collect an Item List form – this lists the paintings you will have on sale and price.
 - Collect yellow Gallery Slips, one for each painting. These are to be displayed with each painting and will list your Seller Number, Item Number, description of the painting and the cost.
- **Saturday 19th September between 9.30am and 12pm:**
 - Deliver your paintings to the Open Day Gallery (Purple/White rooms) and display them with their Gallery Slips.
 - Hand in your Item List form. Paintings will not be accepted without this form or Gallery Slips.
- **Sunday 20th September between 3pm and 3.30pm:**
 - Collect your unsold paintings.

Class Display Items

If you will be selling items from your class display (excluding paintings – these must be sold via the Gallery) and require Reception to take your payment, you will need to register as a seller so you can receive payment after Open Day.

SCHEDULE

- **By Friday 11th September:**
 - Register as a Seller at Reception.
 - Collect an Item List form – this is to list all the items and their price you have for sale.
 - Collect Blue Class Display Slips to be used for items that require payment at Reception.
- **Saturday 19th September between 9.30am and 12pm:**
 - Hand in your Item List.
- **Sunday 20th September:**
 - If you direct a buyer to Reception to pay, fill in a blue slip with your Seller Number and the Item Number and give this to them to take to the desk.