



## Scarf Festival 2018 Entry Kit Living on the Land

*A sense of place and connection.  
The natural and built landscapes,  
the place where we live,  
work and play.*

### How to Participate

1. Create a scarf reflecting this year's theme.
2. Select the category that best suits your scarf. There are eleven categories to enter.  
**Please note:** *Each artist or group of artists can enter one scarf per category (with the exception of collaborative entries e.g. one artist can enter a scarf in the 'Felted' category. They can also enter another scarf in the 'Felted' category if it is in collaboration with another artist(s); all artists details must appear clearly on the entry form)*
3. Complete your Entry Form along with your Scarf Information and Tax Invoice (if applicable).
4. Remember to tell us if your scarf is for sale or not for sale. Complete a tax invoice for scarves for sale.
5. Submit your entry form with your scarf and entry fee. Enter online, in person or by post.
6. Bring your friends and loved ones to see your creative work on display at the National Wool Museum. Entry to the exhibition is free for scarf makers.

### Key Dates

- **Entries accepted from Thursday, 1 February 2018**
- **Entries close on Sunday, 22 April 2018 (scarves and entry forms are due by this date)**
- **Exhibition opening and awards on Thursday, 7 June 2018**
- **Exhibition opens to the public on Friday, 8 June 2018**
- **Exhibition closes on Sunday, 26 August 2018**

### Entry Fees

Your entry fee covers curatorial, administrative and return postage costs. Entry includes a ticket for the scarf maker and a guest to attend the awards ceremony and free entry for scarf makers to visit the National Wool Museum to see the exhibition. There is no partial refund available if your scarf sells and return postage is not applicable.

- Australian entrants: \$25 per scarf
- International entrants: \$40 per scarf
- National Wool Museum and Craft Victoria Members: \$20 per scarf
- Tertiary Students: \$15 per scarf
- Primary and Secondary School Students: Free entry

- **Not-for-profit group fees (e.g. Aged Care):** For groups of 9 or fewer entries: \$25 for the group; For groups of 10-25 entries: \$50 for the group; For groups of over 25 entries: \$100 for the group



## How do I enter?

**Enter online at:** [nwm.vic.gov.au/scarf](http://nwm.vic.gov.au/scarf). For your application you will need:

### For every individual artist:

- One Entry Form - one Entry Form per artist is required
- One Tax Invoice – only if you are selling your scarf

### For each and every scarf you are entering:

- Scarf Information Form, including:
  - Title of Scarf
  - Names of all scarf makers involved in the scarf if it is a collaborative entry
  - List of the materials used to make scarf
  - Special care instructions
 Artist Statement (50 word maximum. *Please note: longer statements will be cut*).
- Tax Invoice if you are selling your scarf

### After you have registered online:

- You will receive a confirmation email via the email address you supplied.
- Print your registration confirmation email. Take note of the reference number.
- Send / deliver your scarf to the National Wool Museum by Sunday 22 April 2018. If you have entered online you must include your reference number with your scarf. See **Scarf Delivery** details below.

### How to enter and register via post / in person

- Download and print the registration pack, or
- Phone 5272 4701 to request a pack to be mailed to you

### Scarf Delivery

- Your scarf package must include your reference number if you have entered online – scarves entered online without reference numbers will not be accepted. **Do not attach** any additional tags or information to your scarf as they will be removed and cannot be returned.
- If you have multiple entries you must clearly indicate which scarf title relates to which scarf.
- Group and school entries: please contact NWM staff to arrange delivery and returns.

**Delivered in person to:**  
 National Wool Museum  
 26 Moorabool Street, Geelong  
 Mon – Fri 9.30am – 5pm  
 Sat – Sun 9.30am – 5pm

**Sent by post to:**  
 Scarf Festival  
 National Wool Museum  
 PO Box 104  
 GEELONG VIC 3220



### Scarf Returns

If your scarf is for sale:

- At the close of the exhibition you will be notified by email or letter if your scarf has sold.
- If your scarf has sold you will be paid by cheque, this will take a minimum of four regular working weeks and the payment cheque will be mailed by Australia Post to the address supplied on your Entry Form.

If your scarf is not for sale or has not sold:

- All scarves will be returned via Australia Post (registration and insurance not included).
- No scarves will be available to collect in person; please do not attempt to pick up your scarf after the festival ends.
- Group and school entries: please contact NWM staff to arrange delivery and returns.

Further information:

E: [scarffestival@geelongcity.vic.gov.au](mailto:scarffestival@geelongcity.vic.gov.au) P: 03 5272 4701

# Conditions of Entry

## Eligibility

For the Scarf Festival© a scarf is defined as an item that can be draped and worn around the shoulders.

All scarves accompanied by completed paperwork are eligible for display as part of the Scarf Festival© 2018 exhibition. Scarves must have been made expressly for the Scarf Festival© 2018.

Scarves can be made from any materials and using any techniques and processes. However, keep in mind the requirements for each category and choose your materials, techniques and processes accordingly.

To be eligible for an award a scarf must have been designed and made by an individual who is registered as the entrant. Group entries where more than one person has contributed to a scarf are also acceptable. Details of all members of the group must be included with the entry and only one award amount per group entry is payable.

Each artist or group of artists can enter one scarf per category (with the exception of collaborative entries e.g. one artist can enter a scarf in the 'Felted' category. They can also enter another scarf in the 'Felted' category in collaboration with another artist; both artists' details must appear on the entry form). The entry category must be selected by the entrant on the Scarf Information Form.

No National Wool Museum employees or their direct family members are eligible to enter. No judge or their direct family members are eligible to enter.

## Period of loan

The Entry Form is a binding loan agreement between the entrant and the National Wool Museum for the purpose of display, handling and possible sale of entered scarf or scarves as part of the Scarf Festival© 2018 exhibition.

The period of the loan covers the time in which the National Wool Museum is in possession of the scarf or scarves entered during the dates of the Scarf Festival© 2018.

## Damage, theft or loss

The National Wool Museum will maintain adequate insurance against the loss, damage or destruction of the scarf or scarves entered in the Scarf Festival© 2018 exhibition while the scarf or scarves are in the possession of the National Wool Museum.

If a scarf is damaged, stolen or lost while in the possession of the National Wool Museum, the National Wool Museum is liable to pay the entrant the retail price stated on the relevant Tax Invoice submitted with the Entry Form.

The National Wool Museum takes no responsibility for any items lost or damaged in the post.

## Delivery and collection of scarves

The entrant is responsible for arranging the delivery of scarves entered in the Scarf Festival© 2018 exhibition.

The National Wool Museum will coordinate the return of any scarves uncollected or unsold by the date advised. Any scarves unable to be returned to their owners will remain the property of the National Wool Museum.

## Retail price

The National Wool Museum will offer each scarf entered in the Scarf Festival© 2018 exhibition for sale at the price specified on the Tax Invoice submitted with the Entry Form.

In order to sell your scarf a Tax Invoice must accompany each entry. If the Tax Invoice form is not fully completed and the GST Declaration signed, the scarf can not be offered for sale. This information remains confidential and will not be passed on to any other organisation, body or individual. No commission on any scarf sales will be taken by the National Wool Museum.

## Marketing and promotion of scarves

The National Wool Museum reserves the right to photograph entrant's scarves and use these images for marketing, media and promotional purposes of the Scarf Festival©. The Museum may also use the artists' statements provided by the entrants for promotional purposes in the media.

## Disputes

Should any dispute arise concerning any matter relating to an entry in the Scarf Festival© exhibition it shall be referred for arbitration, one arbitrator appointed by each party. In the event of the arbitrators disagreeing, the dispute will be referred to an umpire mutually appointed by the arbitrators. During the arbitration process no further action or suit will be brought on by any party until an award has first been obtained by the arbitrators or umpire.

# Entry Form

<b>First Name:</b> _____		<b>Surname:</b> _____	
<b>Address:</b> _____			
<b>Suburb:</b> _____	<b>State:</b> _____	<b>Postcode:</b> _____	
<b>Country (if international):</b> _____			
<b>Phone: (Daytime)</b> _____		<b>(Mobile)</b> _____	
<b>Email:</b> _____			
<input type="checkbox"/> NWM Member # _____		<input type="checkbox"/> Craft Victoria Member # _____	
<input type="checkbox"/> Primary School Student	Name of School: _____		
<input type="checkbox"/> Secondary School Student	Name of School: _____		
<input type="checkbox"/> Tertiary School Student	Name of Institution: _____		
<input type="checkbox"/> Not-for-profit Group Entry	Name of Institution: _____		

**I have read and agree with the Conditions of Entry.**

Signed: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/2018

## Entry Fee Payment

**Australian entrants:** \$25 per scarf      **International:** \$40 per scarf  
**National Wool Museum / Craft Victoria Members:** \$20 per scarf  
**Tertiary Students:** \$15 per scarf      **Primary and Secondary School Students:** free entry  
**Not-for-profit group fees:** Nine or fewer entries: \$25 | 10-25 entries: \$50 | over 25 entries: \$100

<b>Total Entry Fee Payable</b>	Number of entries _____ X entry fee \$ _____ = \$ _____
<b>Credit Card</b> Visa or Mastercard only. Amex not accepted. Payment can also be made in person at the National Wool Museum.	Cardholder's Name _____ Card Number _____ Expiry Date ____ / ____      CVV ____ Signature _____ Total \$ _____

# Scarf Information Form

Please complete one Scarf Information Form for each scarf entered.

**Entrant's Name/s:** \_\_\_\_\_  
 (Please ensure collaborative entries include all contributing artists' details).

**Title of Scarf:** \_\_\_\_\_

<b>Materials used in the creation of the scarf</b>	_____
<b>Special care instructions</b>	_____

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Category (only choose one)

Please tick (✓)

1. 100% Wool	
2. Colour	
3. Crocheted	
4. Extreme Scarf	
5. Felted	
6. Knitted	
7. Menswear	
8. Sustainability	
9. Woven	
10. Primary school student (5-12 years)	
11. Secondary school student (12-18 years)	

Note: Scarf Information Form continues on the next page.

**Do you want to sell your scarf at the Scarf Festival©?**

Yes       No

If yes, please complete the tax invoice.

**Scarf price: \$ \_\_\_\_\_**

**Artist's Statement (maximum of 50 words)**

This explains the design intent of your creation and how it relates to the Scarf Festival© theme: '*Living on the Land*'.

# Tax Invoice

If your scarf or scarves are for sale please complete this Tax Invoice.

## From (the entrant)

<b>First Name:</b>	<b>Surname:</b>	
<b>Address:</b>		
<b>Suburb:</b>	<b>State:</b>	<b>Postcode:</b>
<b>Phone: (Daytime)</b>	<b>(Mobile)</b>	
<b>Email:</b>		
<b>ABN (if applicable):</b>		
<input type="checkbox"/> I am registered for GST		
<input type="checkbox"/> I am not registered for GST		

## If you do not have an ABN please read, sign and date the following:

I do not have an ABN, I am a hobbyist. Under the Pay As You Go legislation I certify that this supply is made to you in my capacity as an individual and the supply has been made in the course of an activity that is **a private recreational pursuit or hobby**. Therefore I am not quoting you an ABN. You should not withhold an amount from the payment you make to me for the supply. I agree to advise you in writing if circumstances change to the extent that this statement becomes invalid.

Signed: \_\_\_\_\_

Date: \_\_\_\_/\_\_\_\_/ 2018

**To** Scarf Festival  
National Wool Museum  
26 Moorabool Street  
GEELONG VIC 3220

This is an invoice for the following goods:

Scarf Title	Retail Price (include GST if applicable)
	\$
	\$
	\$
<b>TOTAL</b>	<b>\$</b>