



Terms and Conditions

By applying to Trove Canberra you are not guaranteed a position as a member. Applications which fit the membership criteria will be processed on a 'first come first served basis' and will be added to a waiting list for available spaces. To promote diversity in the shop, categories (e.g. jewellery, homewares, children's wear etc) will be capped and applicants will be offered membership once a suitable position becomes available.

To be eligible for Trove Canberra membership you must live within a 100km radius of the Canberra CBD and all items must be either handmade by you or designed by you and manufactured in Australia. Preference will be given to designers who have their items manufactured in Canberra. If you design items and have them made elsewhere in Australia, we'd appreciate some insight into your decision making (e.g. suitable manufacturing wasn't available in Canberra). All items must have considerable creative input from you.

Trove Canberra is a registered co-operative and is governed by the rules of the co-op, a copy of these will be made available with your offer of membership or on request. A key part of these rules is that all members must qualify as 'active members'. This has three parts:

- (a) Make sales to the minimum value of \$50.00 per annum and
- (b) Work unpaid in the shop as part of a roster and
- (c) Attend a minimum of six monthly meetings per year.

Therefore, all members contribute one shift a month to the shop roster. Full training will be provided on stock management, shop duties, the POS system etc.

It is the responsibility of the applicant to ensure they conform to any Australian standards and regulations made by the ACCC, which pertain to their product. Trove Canberra will not be held accountable for any trademark, copyright or safety infringements.

Trove Canberra accepts no responsibility for damages to persons or goods. Members must hold their own General and Products Liability insurance. Trove Canberra holds public liability insurance, and insurance for theft, store damage and fire.

Trove Canberra is a non-profit group. The fees and space rental paid by members are used to cover the commercial rent of the premises, internet and electricity accounts, insurance for public liability and fire, minor maintenance and repairs and other running costs.

Trove Canberra is a community; we value honesty, openness, social responsibility and trust. Members found copying items made by another member will be given a warning and, should it continue, may have their membership revoked.

Membership of Trove Canberra begins with a probationary period of three months during which time both parties have to opportunity to determine if membership of Trove is a good fit.

Should you wish to leave Trove Canberra, a minimum of two calendar month's notice (received by the first of the month) is to be given. You will have a seven day cooling off period in case you change your mind, after which point your position cannot be guaranteed. Notice must be provided in writing to trovecanberra@gmail.com.

Trove Canberra membership and space rental fees are variable and subject to change.

Trove Canberra reserves the right to change or modify the terms and conditions at any time.

Privacy Policy

Trove Canberra will not share, sell or disclose any of your personal information to third parties without your consent. This includes your name, business name, email or postal address, phone number or any other information you provide to us.

Product photographs provided to Trove Canberra in the application process, and photographs on your business social media accounts may be used for marketing purposes online and in print should your application be successful.

Trove Canberra will use any information you provide for running of the cooperative and associated services only, e.g. process improvement and development, recording member contact details, application processing and authenticating identification.

Trove Canberra uses email as its primary means of contact until membership commences. In some cases Trove may phone, SMS or post you details in regards to you expression of interest, application or membership. This could include information about the store or your products, changes at Trove Canberra or items of interest concerning your business. Trove will not use these means for spam or advertising. Should your application be successful the primary means of communication within the group is a private Facebook group.

Please update Trove Canberra at trovecanberra@gmail.com if any of your personal information changes.

Trove Canberra reserves the right to change or modify this privacy statement at any time.