



Thank you for your interest in supplying to Museums Victoria, Australia's largest public museum organisation. Our venues include Melbourne Museum, Scienceworks, Immigration Museum and Royal Exhibition Building. Purchases made at Museums Victoria Stores support our collections and research.

Our buying team are always looking for new products and suppliers and welcome all new submissions.

To effectively review and determine if your product or publication is suitable, please follow the instructions below.

Email a single PDF or Word document to [museumstore@museum.vic.gov.au](mailto:museumstore@museum.vic.gov.au) including the following information.

- Business trading name
- Contact details including email, phone number and address
- An outline of your product or publication including
  - Images of your product or publication
  - Information on fabrications and materials
  - Available colours
  - Page numbers
  - Dimensions and weight
  - Country of origin
  - Pricing - wholesale prices ex GST and RRP's
  - Minimum order quantities (MOQ)
  - Pack sizes
  - Note if stock is available for immediate order or otherwise list order timelines/release date
  - Current stockists or other retailers are you approaching

Please note we do not accept physical samples unless requested by the buying team. Submissions should not be discussed or submitted in person to the Museums Victoria Store sales staff or front of house teams.

Please allow up to two months for your product submission to be reviewed.

We look forward to receiving your submission.

Museums Victoria buying team.