

beyondCRAFT

show & sale

November 10 – 13, 2016

The Latcham Gallery is a publicly funded, not-for-profit art gallery located in Stouffville, Ontario. Every year, The Latcham Gallery holds a juried show and sale of handcrafted work by approximately 30 Ontario artisans, and draws customers from all over the GTA. Proceeds support exhibition and education programming at The Latcham Gallery.

The Beyond Craft jury is looking for unique, handcrafted works in clay, glass, fabric, metal, wood, and artisanal foods. All items must be handmade by the applicant. The sale fits within the guidelines of the One of a Kind Show's exclusivity clause as there are fewer than 40 participants, and a non-profit group organizes it.

Location: The show will be held at Nineteen on the Park, also known as Lebovic Centre for Arts and Entertainment, in the centre of historic downtown Stouffville.

Dates and Times:

Thursday, November 10th: **Noon to 5pm** Artisan setup
6pm to 9pm Opening Reception and Sale
Friday, November 11th: **10am to 9pm** Sale
Saturday, November 12th: **10am to 6pm** Sale
Sunday, November 13th: **10am to 4pm** Sale
4pm to 5pm Take down

Sale: This is a boutique sale with a central cash, manned by gallery staff and volunteers. Artisans are not required to be at the sale during the show, however, are welcome to volunteer on the floor, help wrap, or restock their table. Each artisan will have one, one and half, or two 6 x 2.5-foot tables (or equivalent floor space). Artisans are responsible for setting up, pricing, and lighting their work. All wrapping is provided by The Latcham Gallery and will be done at the cash desk.

Pricing: Artisans will be sent a package containing pre-printed, removable price stickers with their individual code. These stickers will be removed as items are sold and kept at the cash as a record of the sale. Each artist is required to use the Beyond Craft price stickers and indicate how many stickers are needed in their application. **Each piece must be labelled separately with a price sticker.** Volunteers restock tables as items are sold. Artisans are responsible for bringing additional, priced stock to store under their table. Prices must be rounded to the nearest dollar. Discounted and "sale" pricing/signage is not allowed. "Group" pricing (i.e. "3 for \$10") is not allowed.

Artisan Participation Fees: \$80 table/floor space fee plus 20% commission. For additional space, the fees are \$70 for a second table/floor space or \$35 for 3 feet of floor space. Once accepted into the show, the table/space fee is non-refundable.

HST: If the artisan's company collects HST, it will be collected at the sale and included with their commission cheque. HST details must be included in the application.

Jurying: Artisans will be chosen based on originality of design, quality of work and, because the sale is a fundraiser for The Latcham Gallery, potential for sales. Applicants will be contacted after the jury has made their decision.

Images: High-quality digital images are **very important** to the jurying process and media promotion. Please ensure that images are a minimum of 300 dpi resolution. Images of work should have simple, neutral backgrounds. The focus of the image should be on the work, without obstruction or objects visible beside or behind it. By submitting images or including links to websites, the artisan consents to The Latcham Gallery using these images for marketing, including social media and print.

Display: Tables will be covered in a grey cloth that hangs to the floor. Artisans can bring their own cloth or shelving to put on top of the tablecloth. Total height of the display must not exceed 3 feet above the tabletop. Artisans are responsible for ensuring their displays are stable. Table display must be finished on all sides. Items that are for display purposes only must include a tag that indicates they are not for sale, such as an item holding decorations or contents displayed in vases.

Lighting: Lighting in the hall will be dimmed to provide ambience. Artisans are responsible for bringing additional lighting, extension cords and power bars that are in good condition for their table display. Focused lighting highlights and enhances the appeal of artisan's products and should be thoughtfully considered.

Additional Fees: Due to increased volunteer/staff requirements, participants who choose not to follow proper setup and pricing procedures, as set out in this document, will be subject to a 40% commission rate.

Security: Admission to the sale is by donation with only one available entrance and exit. Every effort will be made to keep items secure; however, The Latcham Gallery will not be responsible for any lost, broken, or stolen items. Artisans should take this into consideration when choosing items and setting up their table.

2016 Application

Name: _____ Company Name: _____

Email: _____

Address: _____ City/Town: _____

Postal Code: _____ Phone #: _____

Website: _____

HST # (if applicable): _____

Medium (i.e. glass, clay, fabric, wood, metal, food, etc.): _____

Following the show, artisans will be sent a cheque for their sales.

Cheque to be made out to: _____

1. Please check beside “table” or “space” requests:

I would like one table (\$80)

OR

I would like one space (\$80)

I would like an additional table (additional \$70)

OR

I would like an additional space (additional \$70)

OR

I would like an additional 3 feet of floor space (additional \$35)

TOTAL FEE: _____

2. Price Stickers:

I need this number of price stickers (circle one):

108 216 432 More: _____

3. Images:

For jurying, send at least 10 high-quality images of work or a website address with 10 high-quality images that properly represent the range of work by email to **beyondcraft@latchamgallery.ca**. By including links to websites and/or submitting images by email, accepted artisans consent to The Latcham Gallery using these images for marketing material, social media and print.

4. Payment:

Beyond Craft table/space total fee: _____

VISA or Mastercard #: _____ **Expiry date:** _____

Or send cheque (payable to The Latcham Gallery) to:

c/o The Latcham Gallery
6240 Main St.
Stouffville, ON
L4A 1E2

Once accepted, this fee is non-refundable. Successful applicants will only be considered participants once payment is complete.

5. Checklist:

- o Application, completed in full.
- o website address or email including 10 high-quality images of work to be juried.
- o Availability to setup display on November 10th, 12pm - 5pm.
- o Availability to take down display on November 13th, 4pm - 5pm.

6. Agreement:

By signing below, you understand and agree to all the terms and conditions set out in this information document and application.

SIGNATURE _____

DATE _____