

beyondCRAFT

show & sale

Latcham Art Centre is a publicly funded, not-for-profit art gallery located in Stouffville, Ontario. Every year, Latcham Art Centre 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 Latcham Art Centre.

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 8th: **Noon to 5pm** Artisan setup
 6pm to 9pm Opening Reception and Sale

Friday, November 9th: **10am to 9pm** Sale

Saturday, November 10th: **10am to 6pm** Sale

Sunday, November 11th: **10am to 4pm** Sale
 4pm to 5pm Take down

Sale: This is a boutique sale with a central cash, manned by art centre 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 or two 6 x 2.5foot tables (or equivalent floor space). Artisans may also purchase an additional half space (3 x 2.5 feet). **Please note that we do not provide 3ft tables and artisans purchasing a half space will be responsible for bringing their own display or table to fit.** Artisans are responsible for setting up, pricing, and lighting their work. All wrapping is provided by Latcham Art Centre 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 or HST will not be collected.

Jurying: Artisans will be chosen based on originality of design, quality of work and, because the sale is a fundraiser for Latcham Art Centre, 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 Latcham Art Centre 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. Artisans selling hats, scarves, jewellery, or other wearable items must have a mirror at their display.

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, Latcham Art Centre 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.

Payment: Artisans will receive payment by cheque. Cheques will be mailed before the end of November, along with the price inventory sheet(s).

2018 Application

Name: _____ Company Name: _____

Email: _____

Address: _____ City/Town: _____

Postal Code: _____ Phone #: _____

Website: _____ Instagram: _____

Yes, I DO collect HST HST # _____

No, I DO NOT collect HST

Please note: If you do collect HST but do not indicate "YES" on this form, we will not collect HST on your behalf at the sale.

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@latchamartcentre.ca**. By including links to websites and/or submitting images by email, accepted artisans consent to Latcham Art Centre 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 Latcham Art Centre) to:

Latcham Art Centre
2 Park Drive
Stouffville, ON L4A 4K1

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 **Thursday, November 8, 12pm - 5pm.**
- o Availability to take down display on **Sunday, November 11, 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 _____