



Beyond Craft 2023: Applicant Information Package

Latcham Art Centre is a publicly funded, not-for-profit art gallery located in Stouffville, Ontario. Every year, the Art Centre holds a juried show and sale of handcrafted work by approximately 30 Ontario artisans that draws customers from all over the GTA. For the second year in a row, Beyond Craft 2023 will be part of the Stouffville Holiday Market, an event with entertainment for all ages that attracts large crowds to historic downtown Stouffville. Beyond Craft 2022 welcomed 5100 visitors in just over 3 days.

Beyond Craft is a boutique sale with a central cash. What makes the event so attractive to artisans is that they are not required to be there after set-up – all aspects of the sale are covered by Latcham Art Centre staff and volunteers. Artisans are only responsible for setting up, pricing, and lighting their work. However, they are welcome to volunteer on the floor, help wrap, or restock their table.

The Beyond Craft jury is currently looking for unique, handcrafted works in clay, glass, fabric, metal, wood, and more. All items must be handmade by the applicant.

Beyond Craft applications are juried on a rolling basis, so it is best to apply as soon as possible. Applications will stay open until the event is full. Please review this information package prior to submitting your work on our website.

DATES & TIMES

Thursday, November 23 | **Set up 12 – 5 PM** | Opening Reception & Sale 6 – 9 PM

Friday, November 24 | Sale open 10 AM – 9 PM

Saturday, November 25 | Sale open 10 AM – 9 PM

Sunday, November 26 | Sale open 10 AM – 4 PM | **Take down 4:30 – 6 PM**

LOCATION

The event will be held at **19 on the Park (19 Civic Ave)**, also known as the Lebovic Centre for Arts and Entertainment, in the centre of historic downtown Stouffville.

TABLES & SPACES

- Each artisan will have one 6 ft x 2.5 ft table (or equivalent floor space if table is not required).
- If required, artisans can apply for a second table/space, however, due to limited space, Latcham Art Centre can't guarantee all requests will be granted.
- If required, artisans may request a space against a wall, however, due to limited space, Latcham Art Centre cannot guarantee all requests will be granted.

DISPLAY

- Artisans are responsible for setting up, pricing, and lighting their work.
- For continuity, tables will be covered in grey cloth that hangs to the floor. Artisans can bring their own cloth or shelving to put on top of the tablecloth.
- The total height of the display must not exceed 3ft 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 be clearly marked with 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 are expected to have a mirror at their display.
- Artisans should have a full display of work throughout the entire show, meaning that surplus priced stock must be stored under the table so that staff/volunteers will replenish it throughout the show.
- All wrapping is provided by Latcham Art Centre and will be done at the cash desk.
- Signage including information on your work and individual items should be thoughtfully considered.

LIGHTING

- Focused lighting highlights and enhances the appeal of artisans' products and should be thoughtfully considered.
- Lighting in the venue may be dimmed to provide ambience.
- Artisans are responsible for bringing additional lighting that is in good condition for their table display.

PRICING

- Artisans will be sent a package containing removable price stickers with their individual artisan number pre-printed on them. These stickers will be removed as items are sold and kept in a binder at the cash desk as a secondary record of the sale.

- Each piece must be labelled separately with a Beyond Craft price sticker.
- Artisans are required to use the Beyond Craft price stickers.
- Artisans are responsible for bringing additional, priced stock to store under their table. Staff and volunteers restock tables as items are sold.
- Prices must be rounded up to the nearest dollar.
- Discounted and “sale” pricing is not allowed. “Group” pricing (i.e. “3 for \$10”) is not allowed. If you are selling sets, they must be packaged as one item with one price.

PAYMENT & HST

- Artisans have the option to be paid by cheque or electronic fund transfer (EFT).
- HST is collected on all sales. If your business collects HST, we will collect it on your behalf at the sale and include your portion of the HST with your payment. HST details must be included in the application.

ARTISAN PARTICIPATION FEES

- \$85 table/floor space fee plus 25% commission.
- Once accepted, artisans can request a second table/floor space (for an additional \$85 fee) or request an additional 3 ft of space (for an additional \$40 fee). Please note that we do not provide 3 ft tables and artisans purchasing the additional half-space will be responsible for bringing their own display or table to fit.
- Due to limited space, Latcham Art Centre can't guarantee all additional table and/or additional floor space requests will be granted.
- Failure to set up, take down and price your work as set out in this document may be subject to increased commission fees of 40% to cover the staff time needed to satisfy the requirements.

WAIVER

The Artisan hereby agrees to forever waive, release, indemnify and hold harmless Latcham Art Centre and any of its respective agents, employees, contractors, licensees, sponsors, elected officials, volunteers, and any other persons for whom Latcham Art Centre may be responsible in law, from any and all claims whatsoever and howsoever arising, including but not limited to all manner of claims, damages, losses, costs, liability and charges whatsoever, whether for injuries to persons or damage to property, or otherwise, resulting from the Artisan participating in the Beyond Craft Show & Sale hosted by Latcham Art Centre at 19 on the Park (19 Civic Avenue), also known as the Lebovic Centre for Arts and Entertainment, or the set-up/take-down of their work. The Artisan shall not hold Latcham Art Centre liable for any loss, damage or theft of their work.

For more information please contact:

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Latcham Art Centre

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