

NORTH GRENVILLE ARTS GUILD APPLICATION FORM

2019 SPRING SHOW AND SALE

JUNE 13TH AND 14TH 2020

BLAKE WILLIAMSON MEMORIAL HALL, KEMPTVILLE, ON

Name _____ Date _____

Address _____ Postal Code _____

Phone _____ Email _____

Your Medium(s) _____

Please check the appropriate boxes and add up the total amount of your payment:

\$70 Cost per full booth

Method of Payment:		
E-transfer <input type="checkbox"/>	Cheque <input type="checkbox"/>	Cash <input type="checkbox"/>
Total _____ (Due Date March 31 st , 2020)		

\$80 cost per shared booth Name of 2nd artist _____

\$25 cost to display per side (2 ft. X 6 ft.) of a triangle grid

\$35 per large (6 ft.) table

Terms & Conditions:

- 1. Booth allocation** – there is room for approximately 30 exhibitors. You must be a current 2020 member. Those that have helped (or have committed to help) as a volunteer will be given priority to obtain a booth or table(s). Any remaining booths will be allocated based on the timing of applications received (first come/first served).
- 2. Payment & Application** - All exhibitor **payments and application forms** to confirm attendance must be received by **March 31st, 2020**. E-transfers and cheques must be made to the 'North Grenville Arts Guild'. Cheques or cash may be submitted to Tabitha Valliant at a monthly general meeting or **cheques by mail** to:
Tabitha Valliant
835 Maley St.,
Kemptville, ON
K0G1J0

E-transfers to northgrenvilleartsguild@gmail.com

ONLY APPLICATIONS WITH A SIGNATURE AND DATE WILL BE ACCEPTED. A completed electronic application with an electronic signature (typed) is acceptable.

All forms of payment must be **supported by this application** form. In the case of **E-transfers**, a form is still required. It can be submitted to Tabitha Valliant.

3. **Cancellations** – Before May 15th, a \$20 cancellation fee will be withheld. After May 15th, there will be no refund.
4. **Sales** – ALL show sales will be processed by the NGAG through a central point of sales. A charge of 10% of sales will be assigned to NGAG. The guild will forward the balance of sales (90%) to the exhibitor within 1 week.
5. **Liability Insurance** - NGAG will carry liability insurance which protects members against public liability; there is no protection for damage or loss to art pieces due to water, fire, theft or negligence from members of the public.
6. **Booths –limit no more than one booth per exhibitor or family membership.** Booths may be shared by exhibitors. NGAG will provide grids, art cards and 1 chair per booth (if required). Some large 6 ft. tables are available (if required). Exhibitors will supply their own backdrops, hanging hooks, adhesives for art cards and small display tables. Each booth is 8 ft. long and 4 ft. deep.

As a rule of thumb for hanging – less is more. Show your best.

7. **Art Cards** – NGAG art cards must be used to identify each piece. Cards may be obtained at general meetings or at booth set up.
8. **Hall** – Has good ambient lighting. The hall does **not** allow for electrically sourced lighting.
9. **Set Up** – Friday, June 12th from 3:00 pm to 8:00 pm. Saturday, June 13th, from 7:00 am to 9:00 am. Exhibitors must be set up and organized by 9:00 am on Saturday.
10. **Show Hours** – Saturday, June 13th from 10:00 am to 4:00 pm. Sunday June 14th from 10:00 am to 4:00 pm. Displays and art must be up for the full duration of each day. Each display must be attended by the exhibitor or his/her representative.
11. **Take Down** – Sunday, June 14th between 4:00 pm and 6:00 pm. Early display dismantling is not permitted. Exhibitors must assist with grid take down and hall clean up.
12. **Pricing** – Display your pricing on the NGAG art cards. Do not discount original prices at any time during the show.
13. **Identification** – Booths will be numbered and **pre-assigned**. You may display your own sign on the appropriate booth. Neck lanyard with name tag will be provided.
14. **Entry Greeters** – A schedule will be set up to greet the public, provide direction and assistance and keep track of attendance. **All** exhibitors must participate.
15. **Department** – Please be respectful of other exhibitors and the public at all times.

- 16. Show Issues/Questions** – During set up, showing and take down, if you have any issues or concerns direct them to Jim Moran, Gary Blake or Tammy Keith.
- 17. Assistance** – All participants must assist prior to or during, and after the show. A list of areas where assistance can be provided will be sent out to participants at a later date.
- 18. Acceptable work** - All art must be suitable for a viewing public of all ages. This is a public show that is open to children and adults with a wide range of moral and/or religious beliefs, please refrain from showing works that may be viewed as violent, depict nudity, or are religious or political in nature.
- 19. Application Questions/Concerns** - Please direct all questions or concerns to Jim Moran (show coordinator) at jimmimoran70@gmail.com or Tammy Keith (associate show coordinator) at ktakeith@hotmail.com

By signing and dating this form, you have agreed that you have read, accepted and will abide by these terms and conditions:

Signature

Date