

Port Townsend Arts Guild
Annual Holiday Craft Sale
November 23 & 24, 2012 (Friday & Saturday)

The Port Townsend Arts Guild invites you to apply for their Annual Holiday Crafts Sale to be held **Friday**, November 23rd and **Saturday**, November 24th, 2012 in Uptown at the Port Townsend Community Center (620 Tyler St.) from 10am to 5pm both days.

We are looking for quality YEAR ROUND crafts that are creative, well designed, original, made totally by you, (no kit-crafts or food items) and that will be thoughtfully displayed. This crafts show is NOT a Christmas bazaar, but rather a JURIED arts and crafts fair.

Show hours are 10am to 5pm. Available booth types are as follows:

6'x8' Table space upstairs \$75 plus 5% commission

10'x10' Booth space downstairs \$95 plus 5% commission

plus a \$5 annual PTAG membership fee (due once per year).

Commissions will be donated to the local Food Bank and tax receipts will be mailed to you. All displays must fit within your space. 6' and 8' tables are available for upstairs use only. Only one table per artist is available. Please indicate your table request on your application.

- Setup starts by 7:30am on Friday. Please be considerate of others by unloading quickly and moving your vehicle before setting up. Be prepared to navigate stairs or tight ADA ramps.
- The show is on 2 floors of the Community Center. The downstairs gym has some window light and electricity is available. If you need electricity, be sure to note this on your application.
- Do NOT tape or nail anything to walls or posts.
- You can be festive with your crafts display if you'd like, but it is not required.
- We will have live background music and snacks in the downstairs gym. A donation to the food bank will be appreciated for the snacks.
- Helpers are welcome to set up Wednesday night after helping with show setup. Contact Donna.
- As a common courtesy, if you are unable to come to the show, please call us! We have a wait-list. No-shows, late arrivers, and early departers will not be welcome back to any PTAG shows.
- \$50 will be deducted from booth refunds until October 1st. No refunds after that date.
- We will return checks if the show is full or cash it if you have been accepted. Artist acceptance and booth placement will be posted on the website as the show date approaches and an email will be sent out at that time. If you want mailed verification or your photos returned, send a postcard or Self Addressed Stamped Envelope with proper postage.

To apply, send us at least 4 labeled photos representing the body of your work as well as a booth photo (artists who have participated in a PTAG event in the past 3 years can skip this unless you have new items). YOU must make all that you sell, no kits, imports, or re-sale items. Please describe your craft in detail on the application if you are new. Limits will be set in each category for diversity. As important as the search for art talent is, we do not lose sight of the need for artist who are co-operative and easy to work with. No amount of talent or ability will compensate for this. Previous participation does not guarantee a space. Application deadline is **Open Until Full**. We accept artists on a first-come-first-served basis, so get your applications in early. Please note: sending oversized envelopes and packages may delay your application due to the size of our PO box.

Thanks,
Donna Harding & Jess Hogan
(360) 379-3813 ptartsguild@yahoo.com

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APPLICATION

Artist Name _____

Business Name _____ Website _____

Phone(_____)_____-_____ Email _____

Address _____

Describe your Art or Craft to sell (this may be used on the website or for publicity): _____

Can you email jpeg images for publicity? YES NO

Can we use images from your website on our website? YES NO N/A

Booth Preference? (circle one)

Booth Type	Cost	Qty	Subtotal
10x10 Booth Downstairs	\$95*	x _____	= _____
6x8 Table Upstairs	\$75*	x _____	= _____
Annual PTAG Membership	\$5	x _____	= _____
Amount Enclosed: _____			

Checks should be written to "PTAG" *5% commission will be due via check at the end of the show.

Electricity (circle one)? Yes No

I agree to hold harmless the Port Townsend Arts Guild, the Port Townsend Seniors Association, the City of Port Townsend, Jefferson County, for any loss, injury, or damages however caused. Port Townsend Arts Guild (PTAG) reserves the right to restrict or remove exhibits, without refund, that may have been falsely entered, or deemed by us to be unsuitable or objectionable. Upon signing this document, the undersigned agrees to the rules, regulations and waivers as specified in the show prospectus for him/herself, the named business, organization, or artist and waives all rights and claims against PTAG, it's board members or other agents for any personal injury to any organization or individual and loss of or damage to any property of the organization, business or artist and any person arising from organizations', business' or artists booths being present during this event. All reasonable efforts will be made to insure a safe, secure environment at the fair however, PTAG will not be responsible for loss of sales due to inclement weather, natural disaster, legal restriction or ordinances, unlawful acts, or any act of God or any other reason. I have read the above statement and agree to abide by all rules and regulations set forth.

SIGNED _____ DATE _____

Mail applications, jury photos (if needed), booth fee, membership fee, & SASE (if needed) to:
PTAG, P.O. Box 246, Port Townsend, WA 98368
Application deadline is Open Until Full.