**6th Annual Mother’s Day Artisan Show & Sale**

***in The Floral Hall***

*at VanDusen Botanical Garden*

 Sunday, May12, 2019 10am-6pm

***Hosted by The Creative Jewellers Guild of BC***

***Sponsored in part by Vancouver Television, BC Lapidary Society & BC Gem & Mineral Federation***

**VENDOR CRITERIA & APPLICATION**

**Creative Jewellers Guild Guidelines**

1. **Eligibility**: All artists/vendors wishing to participate in this Show and Sale must be members of the BC Lapidary Society in good standing. Those that are not currently members will be required to join the Creative Jewellers Guild of BC for a membership fee of $35. **(Note: this is for insurance purposes as we are a non-profit group hosting the Show & Sale).**

2. **Waiting List:** Space is limited. After all available spaces are filled, a waiting list will be established and space is offered on a first-come first-served basis.

3. **Table Fee Refund Policy:** If an artist cannot participate and must drop out of the show, a refund of fees will be issued only if the person notifies the show committee by email (artisanjewelleryshow@gmail.com) as per the established deadlines stated on page 3.

 No other refunds will be issued.

**Vendor Information**

**\*\*\*Please note that this year’s Show & Sale is being held in The Floral Hall as there is also another craft market being held in the BMO Great Hall which will bring even more visitors to the Garden and to our event!**

Access to the venue for set up begins 2 hours prior to the show opening time. Take down must not begin before show closing time and must be completed no later than 2 hours after closing time.

Vendor tables are 6ft x 30in. and are supplied by the Show committee. If you do not require the supplied table, please advise us ASAP. Vendor space is 6ft x 6ft with or without the supplied table.

Adequate space between tables/set ups is allotted…..please be thoughtful of your neighbour Artists by not impeding the access to or view of their vendor area by the visiting public.

Each artist is responsible for supplying and using their own table covers/draping.

Electricity is supplied free of charge. However, each vendor is responsible for supplying his/her own extension cords, power bars (if needed) and lighting.

**Criteria**

1. All work displayed for sale at the Artisan Jewellery Show & Sale 2019 mustbe of the artist’s original design, substantially manufactured by the artist & representative of the photos which were submitted for jurying.
2. As this is a Show & Sale, the Artist must be present at the Show & Sale to interact with the public.

3. No more than 10% of the total number of pieces on display for sale may be unfinished work, such as finished loose stones, pearls, beads, findings etc.

4. Displays & props such as stones, crystals and mineral specimens etc. cannot be for sale.

**Responsibilities**

The Creative Jewellers Guild of BC is not responsible for theft or damage of pieces during set up, take down and during the show. Please ensure your table/booth is not left unattended.

**For Artists who make Sculpture or large pieces**

1. Displays must not be hazardous to the client or vendor community.

2. Sculpture pieces that are top heavy presenting a tip over hazard will not be accepted.

3. Pieces with sharp protrusions or sharp edges should be displayed in such a manner as to

 eliminate risk of injury.

**Application Deadline**

Applications & cheques for vendor fees must be received by February 15, 2019. Vendors will be notified by email of their acceptance. Cheques will be held until acceptance is confirmed.

\*If you wish to pay via Visa or M/C, please contact Mary Painter by talk or text at 604-839-2963 to arrange payment by phone.

**Applications & payments to be made payable to:**

**Creative Jewellers Guild of BC**

**Mailing address: c/o 4934 Central Ave, Delta, BC V4K 2G6**

**Email :** **artisanjewelleryshow@gmail.com**

**Vendor Application/Exhibitor Information**

**Exhibitor/Vendor Name:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Business Name:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Mailing Address:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Phone #:**  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Email:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**Website:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Table Space/Costs**

**Note:** Each vendor space is 6ft X 6ft. If more space is required please contact the committee and we will do our best to accommodate your request if possible (additional fees will apply).

 -CJG membership fee\* of $35

\*For insurance purposes, a vendor must be a current member of the BC Lapidary Society.

 **\*If you are not currently a member, please include this fee in addition to your payment.**

 -6’x6’ space - $105.00 (includes 6ftx30in table)

 -3’ table space - $55 (please note that this is a **shared table**, spaces are limited)

 -request for additional space @ $18 per foot (1’wide x 6’ depth)

**Application Package Details**

Please forward a minimum of six (6) images that are representative of work to be sold at the show & sale and which meet the outlined criteria. Electronic images are preferred. If electronic images are not available, you may mail in prints with your application. Photos should be high resolution jpgs, at least 4x6 inches.

\*If you would like your photos to be considered for placement on the show postcard or other advertising media, please submit your photos before March 1, 2019 and sign here:

**I,\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(name) authorize the use of my submitted photos for the purpose of advertising for this event.**

**Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Title your image files with your name and a brief description or image number ie:(davesdesigns–silver-ring.jpg) \*also **please indicate some examples of your price points** for these items.

Image #1 Title \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Description \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Image #2 Title \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Description \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Image #3 Title \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Description \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Image #4 Title \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Description \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Image #5 Title \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Description \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Image #6 Title \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Description \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Please describe your inspiration, method and technical processes in creating your pieces:**

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**Refund/Cancellation Deadlines:** Notification must be received by email by the following dates:

 100% refund before March 1, 2019

 50% refund before April 1, 2019

 0% refund after April 21, 2019

**Agreement**

By signing this application, you agree to abide by the Show Guidelines, Criteria and Display requirements and acknowledge that you have read the application in full.

**Signature:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**Date:**  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**Total fee submitted:**  $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Please Note:** If you receive a response saying your application is denied at this time, please under no circumstances interpret it as a rejection of you or your work.

Please don’t think we never want to hear from you again, we would love to have you apply for another show. It simply means that at this time your work might not be the right fit for this particular show or spaces may simply be filled.