

OVWSG EXHIBITION & SALE APPLICATION: BOOTH PARTICIPANTS

NAME: _____

ADDRESS: _____

PHONE NUMBER: _____ E- MAIL: _____ WEBSITE _____

Exhibition & Sale Location: Glebe Community Centre
175 Third Avenue, Ottawa

Date of Exhibition and Sale: Oct. 30, Oct. 31 & Nov.1, 2009 (Fri 4-8; Sat 10-5 & Sun 10-4)

Booth Fee and Membership fee due **1 May** (post-dated cheques acceptable)

Booth Fees 8x 10 : \$100.00
10 X 12 \$150.00

- Note: - Returning booth holders will be charged a 10% late fee after 1 May
- Refund Policy: one half to 1 September; no refund after 1 September
- Participants' work may be subject to jurying by standards committee
- A selection process for booth participants may be necessary

Tables: Number of 6 x 2 complementary tables you require? _____

Provincial Sales Tax Permits Required by all participants:

(call 1-800-263-7965 for weekend event permit or for long term permit apply to Suite 300- 1400
Blair Place, Gloucester/Ottawa)

Commitment of Work to Promote Exhibition and Sale: All Participants must

1. Mail out or e-mail promotional material to 15 or more clients
2. Distribute postcards or flyer in your area of city or rural area
3. Commit to an advertising assignment and/or work on Guild displays
4. Commit to job at event weekend (to be assigned)
5. Forward to Melanie Overduin (melanie_overduin45@hotmail.com) photos of your work & a biography (or bio update) to be posted **with your permission** on the Guild website and used in publicity for the sale
6. Donation to Fundraiser

Make Cheques payable to: Ottawa Valley Weavers and Spinners (OVWSG is okay); can be combined with membership fee – see below

Payment Enclosed Booth Fee 8 x 10 (\$100) _____
10 x 12 (\$150) _____
Membership (see overleaf)
Individual (\$40) _____

Total: _____

SIGNED: _____

DATE: _____

Mail to: Nancy Ingram
R.R. #1, Site 4, Box B-4
Portland, Ontario, K0G 1V0