

2010 OVWSG EXHIBITION & SALE - VENDOR APPLICATION

**Fri. Nov. 5 (4p-8p)
Sat. Nov. 6 (10a-5p)
Sun. Nov.7 (10a-4p)**

**Glebe Community Centre
175 Third Avenue, Ottawa**

NAME: _____ E-MAIL: _____

ADDRESS: _____

PHONE NUMBER: _____ WEBSITE: _____

Booth Size & Fees:	8' x 10'	\$ 125.00
	10' x 12'	\$ 175.00
Tables:	No. of complimentary 6' x 2' table(s) required: _____	
Booth and Membership Fees are due 1 May, 2010 (post-dated cheques acceptable) Make Cheques payable to: Ottawa Valley Weavers and Spinners (OVWSG is okay); can be combined with membership fee – see below.		
Note:	<ul style="list-style-type: none">• Returning booth holders will be charged a 10% late fee after 1 May• Refund Policy: one half by September 1st; no refund after September 1st• Participants' work must be Canadian in origin and is subject to jury by the Standards Committee• All booth participants undergo a selection process.	

Sales Tax Permits are 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)

***Note:** based on the imminent switch to the HST and the lack of current information, it is the participant's responsibility to insure that all taxation laws are met.

Payment Enclosed	Booth Fee:	8' x 10' (\$125)	_____
		10' x 12' (\$175)	_____
	Membership	(refer to application)	_____
		Individual (\$40)	_____
		Total	_____

- Commitment of Work to Promote Exhibition and Sale: All Participants agree to:
1. Mail out or e-mail promotional material to 15 or more clients
 2. Distribute postcards or flyers in your city or rural area
 3. Commit to an advertising assignment and/or work on Guild displays
 4. Commit to a job at the event weekend (to be assigned)
 5. Forward to Cindy Jackson (cindyco@sympatico.ca) 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. Provide a donation to the Fundraiser Table (min. \$50 value per booth)

SIGNATURE: _____ DATE: _____