



37th ANNUAL JURIED WINTER CRAFT MARKET

presented by the
Central Pennsylvania Guild of Craftsmen
www.wintercraftmarket.org

Application to Exhibit

Dates:

Saturday, December 1, 2012 10:00 AM to 5:00 PM
Sunday, December 2, 2012 10:00 AM to 4:00 PM

Location:

State College Mt. Nittany Middle School
656 Brandywine Drive, State College, PA 16801

POSTMARK DEADLINE: JUNE 20, 2012

Fees: Circle Booth selection and enter fees(s)

10 X 10 Booth (Alt size 15' x 7')	Standard	Double (if available)	<u>Enter Fee(s) below</u>
Members PGC	\$130.00	\$220.00	\$ _____
Non-Members *	\$195.00	\$320.00	\$ _____
Corner Space option:	\$35.00 extra		\$ _____
Late payment Fee:	\$25.00		\$ _____
(for applications postmarked after June 20, 2012)			
	Total Booth cost		\$ _____

Name: _____ Date: _____

Business Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ E-Mail: _____

Web Site or Etsy Store: _____

State Tax ID# _____ PGC Chapter: _____

Will you be using an outdoor TENT frame for your booth? Yes _____ No _____

**See RULES & REGULATIONS for TENT use.*

Check appropriate category: Clay _____ Wood _____ Glass _____ Jewelry _____ Fiber _____ Photography _____
Leather _____ Drawing _____ Painting _____ Printmaking _____ Metal _____ Mixed Media _____ Basketry _____
Jewelry as Adjunct _____ Other _____

Description of Craft: Describe your craft, how it is made, and what materials you use in its creation _____

Payment: Enclose check for total booth cost, payable to **WINTER CRAFT MARKET**.

If not accepted, check will be returned with notification letters.

Mail:(1.) **Completed Application**,(2.) **Check** for Total Booth Cost, (3.) **Five Photographs**, (4.) **Five Digital Files** to:

The Winter Craft Market
PO Box 525
Pine Grove Mills, PA 16868

* The higher booth fee for non-members is meant to maintain fairness to those who are members of the PA Guild of Craftsmen. State Guild dues are \$75.00 annually. Chapter dues vary. If you wish to join the PA State Guild and a Chapter Guild or learn more about these organizations, please go to www.pacrafts.org.

37th Annual Juried Winter Craft Market – Rules & Regulations

December 1st & 2nd, 2012

Application Requirements

1. **A submission of a signed application is a commitment to participate in the Winter Craft Market.** Our Acceptance Letter is our commitment to have your exhibit. Artists who cannot do the show must cancel in writing. A full refund is available up until the deadline date of June 20, 2012. Acceptance Letters will be mailed on or before August 31, 2012. **There will be NO REFUNDS made after the Acceptance letters have gone out.**
2. **Categories:** Artists may apply in more than one category. If doing so, please treat each category as a separate application – sending in separate forms, checks and photos. Exception: Jewelry as Adjunct. You may submit one application if selling jewelry as a secondary product.
3. **Jewelry as Adjunct:** Please indicate on your application if you plan to carry jewelry for sale as a secondary product; for example, a potter selling jewelry pendants. Only artists who have been accepted in this "jewelry as adjunct" category may display or sell jewelry.
4. **Booth Rates:** Current membership in the PA Guild of Craftsmen (the state guild) is required to qualify for the reduced booth fees. The *PA Crafts Membership Directory* will be used to determine who is qualified for the lower booth fee. To maintain membership status, you must pay your dues annually. To pay your State and Chapter dues, please go to State Guild's website - www.pacrafts.org for an application form. The Central PA Guild of Craftsmen (CPGC) sponsors the WINTER CRAFT MARKET.
5. **Double Booths:** A limited number of double booths are available. If the double booth request cannot be accommodated, the WCM committee will refund the difference.
6. **Booth Sharing:** Booth sharing by two artists is only permitted if their work is collaborative. Booth sharing is also permitted if sponsored by a Guild not associated with the PA Guild of Craftsmen (PGC). Guilds that wish to participate may apply for two booths if more than five artists are exhibiting.
7. **Booth Locations:** All attempts are made to honor special requests, but **locations are not guaranteed.**

Submission Requirements

1. **Image submission:** Along with an application & payment, submission of five images is required. These 5 images must be submitted in two forms:
 - * **5 Photographs** - (4 high-quality images showing the complete price range of your craft, 1 image of your booth)
 - * **A labeled CD** - (showing the same images as above). *These 5 digital images may also be emailed directly to wintercraftmarket@live.com. Please include your name & phone number in the email.*

These Print images and Digital images may be the same or different if you want to show a broader range of your work. These images will be retained by the WCM Committee and may be used in our advertising campaign, unless you request otherwise.
2. **Description of Craft:** Describe your craft, how it is made, and what materials you use in its creation.

Exhibition Requirements

1. Exhibitors may only display and sell the original work in the categories approved and accepted by the committee. If work other than what has been approved is displayed for sale, the Committee has the right to ask for its removal.
2. The Artist whose name appears on the application must be present at the show. If the application is submitted by a team, both of the artists' names must be on the application and at least one of them present at the show at all times.
3. All work must be priced and for sale. **Commercially produced merchandise, items assembled from commercially available parts or plans, kits and items cast from commercial molds are not eligible for**

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exhibit or sale. Final interpretation of commercial status will be made by the Winter Craft Market committee jury.

Booth Requirements

- Booth Display:** Exhibitors must supply all furnishings for their booth set-up, to be contained within a 10x10 space, or 10x20 space in the case of a double booth. Exhibitors with booths in the gymnasium must have padding under all legs/poles and display cases to prevent damage to the gym floor.
A Back Drop and Sides are required. There is limited flexibility within this requirement. Draping, Shutters, wood constructions are all potential backdrops. Not every inch of space between you and your neighbor need be covered but there **must be a clear visual delineation between your booth and that of your neighbors** so that shoppers understand whose booth they are in. Anything that safely and aesthetically separates your booth from your neighbors is acceptable.
 - Lighting:** Light fixtures may be used within the bounds of safety. Electrical is provided. Exhibitors must provide their own power strips and cords.
 - Exhibitors must personally attend to their booths and be present during the entire show** and ready to talk about their craft. Representatives may NOT attend in place of the artist. If two artist's names are on the application, both of them must attend the show with at least one of them being in the booth at all times.
 - Tent Frames:** EZ-UP or other tent frames may be used but, because of the limitations of our venue, restrictions will apply. Guidelines for tent usage are as follows:
 - * **NO FABRIC TENT TOPS** allowed. They must be removed, NO EXCEPTIONS. Due to fire codes, this is a must.
 - * The four upright poles and frame top may be used but the center pole that extends higher than the height of the four walls should be removed.
 - * The top of your tent frame in the front (and preferably all the way around) must be draped with fabric valance or swag or covered in some manner, such as with a banner - so as to disguise the fact that it is the skeleton of a tent being used. **This is a must.** The pole uprights (at least the two in the front) should be wrapped with fabric, ribbon or decoration to conceal the tent frame uprights.
 - * The side and back walls of your tent frame may be covered with the vinyl tent walls themselves or any manner of fabric or other constructions that you create, provided they are safe, eye-pleasing and do not impose on your neighbor.
- PLEASE NOTE:** The goal of the above regulations is to ensure that the WINTER CRAFT MARKET maintains the quality stature it has had for the past 36 years by making a show floor that has a finished, eye-pleasing, up-scale and cohesive look. The more professional ALL our booths look, the more we all benefit with increased praise from the shoppers and increased Sales!
- Because of the space/height limitations in many areas of our venue, – the Mt. Nittany Middle School in State College, PA - those using tent frames will be more limited than other exhibitors as to where they are placed. Placement of exhibitors with tents is at the discretion of the WCM Committee and their booth space may change at any time, including set-up night should problems with spacing arise.

* The Central PA Guild of Craftsmen (CPGC) and the Winter Craft Market Committee is not responsible for theft, bodily injury or damage to property and is absolved of any legal proceedings for whatsoever reason.

For information, visit our websites: www.wintercraftmarket.com www.wintercraftmarket.org

For questions or comments, contact Heidi Urbanski at hurbanski@yahoo.com or (814) 861-3002.