

*This application is for artists and crafters who are not Members of The Toledo Craftsman's Guild.  
If you are a current Member of The Guild, refer to your most recent newsletter for the appropriate application.*

**WHEN:** Saturday, November 30, 2019, 10am-5pm, and Sunday, December 1, 2019, 11am-4pm

**WHERE:** Lucas County Recreation Center, 2901 Key St., Maumee, OH 43537

**DEADLINE:** October 15, 2019. However, **applications will be taken until the show is full.** A wait list will be created for last minute substitutions.

**SET UP TIMES:** Friday, November 29, 2019, 12noon-6pm, and Saturday, November 30, 2019, 7am-9:30am

**NON-REFUNDABLE JURY FEE:** \$20 for first 3 categories **BOOTH FEE:** \$105-\$115 per space (approximately 10ft by 10ft) **TABLE RENTAL:** \$5 each

**SPACES:** You will be responsible for making sure your preferred display setup fits into the space dimensions. Fire code regulations prohibit extending beyond your assigned space(s) and into the aisles.

**ELECTRICITY:** Electric is included. Bring heavy duty (14 gauge) extension cords and tape to securely fasten your cords to the floor.

**TABLES AND COVERS:** Table covers must be 100% polyester or other flame-retardant material. The color may be navy (preferred color), black, brown, burgundy/wine, grey, or hunter green. The Executive Board may approve other dark, solid, neutral colors at the request of a Member prior to the color being used at a show. The table cover must cover all sides of the table and must reach the floor. All demonstration/packing tables with open space under the table top must also be covered (i.e., no "naked" table legs unless table legs are decorative in nature (ex. wooden claw foot tables)). Additional table top covers/cloths (lace, draping) may not hang more than twelve (12) inches over the edge of the covered tables. You will be asked to correct any table coverings that do not meet these required standards.

**SECURITY:** There will be onsite security inside and outside the show.

**FOOD:** Homestyle Concessions, Ltd., will be our caterer.

**AFTER THE SHOW:** Double check and clean up your space before leaving.

**NON-MEMBER PARTICIPATION REQUIREMENTS:** Failure to follow these rules will result in not being invited to participate at future shows.

- 1) Work that is submitted for jurying must be the original creation of the artist/craftsperson, must not be produced by employees, and be at least 70% hand crafted. No item may be mass-produced on a duplicating or copy machine. Original art work may be professionally copied, but the items displayed may not comprise more than 20% of the booth display.
- 2) Items not accepted: commercial kits; plastic flower, fruits, or greenery; plastic needlepoint; quickie decoupage, mod podge, or poured finish; jewelry composed entirely of commercial findings and/or pre-cut stones; assembled items that are not 70% handcrafted; pom-pom, beaded items, and bazaar items; other items at the Jurying Committee's discretion
- 3) Participants must be set up 30 minutes prior to the show's starting time and remain set up until closing time. Packing and teardown will not begin until the show is officially over.
- 4) Food items may not be prepared at the show.
- 5) No use of radios or TV is allowed. Electronic devices may be used to show a participant's creative process or uses of art.
- 6) All state and local smoking ordinances will be obeyed. Smoking, including electronic cigarettes, is permitted only in designated areas.
- 7) Items necessary for sale of a craft (such as suction cups or belt buckles or necklace chains) may not be priced and sold separately.
- 8) Sale signs implying a price reduction are not permitted. "Seasonal" or "Discontinued" may be used as long as it says nothing about a price reduction.
- 9) Use of aerosol sprays, epoxy glues, etc., may only be used outdoors due to their strong odors and to protect floor surfaces.
- 10) Courteous behavior is expected of all show participants. Profanity (verbal or nonverbal) is not permitted.
- 11) Pets are not permitted at set up, tear down, or during shows. Service animals are permitted.
- 12) Proper attire and footwear are required.

**JURY PROCESS:** Your art/craft must meet the standards set by the Jurying Committee. Each member of the Jurying Committee will evaluate your work for: Originality (1-5 points), Quality (1-10 points), and Appearance (1-5 points). The individual scores of the Jurying Committee will be averaged for a total score. You must receive a total score of at least 14 points to be considered for the show. Once all applicants are juried, the scores will be ranked in descending order. Applicants with the highest scores will be invited by email to participate in the show until spaces are filled. Applicants who are not invited will be placed on a waitlist.

**INCLUDE THE FOLLOWING WITH YOUR COMPLETED APPLICATION:**

- A check for the jury fee
- A check for the cost of the spaces and tables you wish to purchase
- A minimum of 3-5 close-up photos of items that best represent each category selected (i.e., if you are being juried in 2 categories, you will include 6-10 photos)
- 2 photos of you making your product (face and hands in photo)
- A photo of your booth display
- A short essay of how you create your product from start to finish
- A list of shows you have participated in during the previous 12 months. Not having a list of previous shows does not mean you will automatically be rejected from the show. We understand some artists may be just starting their art show career.
- Food vendors only: a copy of your Department of Agriculture certification either as a licensed Bakery or a Cottage Food Industry
- A self-addressed and stamped envelope for show information once the show map is complete

Confirmation that your application and information were received will be emailed to the email address you provide on your application.

No refunds will be given if you are accepted into the show unless we can fill your space from a waitlist.

If for some reason you are unable to attend the show after you have been accepted into the show, please contact one of the following Co-Chairs. The Guild's By-Laws require show participants to notify the Chairpersons **prior to the show** if you cannot attend.

Sharon Anderson: [sanderson9964@woh.rr.com](mailto:sanderson9964@woh.rr.com) (419) 279-0194

Dave Grabarczyk: [grabbydave@roadrunner.com](mailto:grabbydave@roadrunner.com) (419) 874-6367

**THE TOLEDO CRAFTSMAN'S GUILD presents "CRAFTS FOR CHRISTMAS"  
NON-MEMBER APPLICATION / CONTRACT**

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Complete this application, make a copy for your files, and mail this page and other required information to:

**The Toledo Craftsman's Guild  
c/o Sharon Anderson  
24729 Williston Rd.  
Millbury, OH 43447**

**Incomplete applications will be returned to sender.  
Only mailed applications will be accepted.**

**Please print neatly.**

Name: \_\_\_\_\_ Date: \_\_\_\_\_

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

Street: \_\_\_\_\_

City, State, ZIP: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Alternate Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_ Vendor ID # (required): \_\_\_\_\_

Website: \_\_\_\_\_ Business Facebook Page: \_\_\_\_\_

Price range of your products: \_\_\_\_\_ Average price of your products: \_\_\_\_\_

Vehicle Make: \_\_\_\_\_ Vehicle Model: \_\_\_\_\_ Vehicle Color: \_\_\_\_\_ License Plate: \_\_\_\_\_

**ART AND CRAFT CATEGORIES:**

- |  |   |  |
|--|---|--|
| <input type="checkbox"/> Baskets   | <input type="checkbox"/> Glass (Fused, Blown, Recycled, Stained)  | <input type="checkbox"/> Paper (Greeting Cards, Paper Mache, Quilling, Scrapbooking) |
| <input type="checkbox"/> Candles and Melting Tarts   | <input type="checkbox"/> Jewelry  | <input type="checkbox"/> Photography   |
| <input type="checkbox"/> Ceramics (Porcelain and Bisque)   | <input type="checkbox"/> Lacquered Art  | <input type="checkbox"/> Skin Care Products (Soaps, Lotions, Balms)                  |
| <input type="checkbox"/> Clay, Porcelain, Potter   | <input type="checkbox"/> Leatherwork  | <input type="checkbox"/> Vintage   |
| <input type="checkbox"/> Fiber and Textiles (Sewing, Quilting, Crochet, Knitting, Macramé, Clothing)   | <input type="checkbox"/> Metalwork (Stainless Steel, Wrought Iron, Sculpture)   | <input type="checkbox"/> Weaving and Spinning  |
| <input type="checkbox"/> Floral (Dried and Silk Flower Arrangements, Wreaths of all types)   | <input type="checkbox"/> Needlework (Embroidery, Counted Cross Stitch, Needlepunch, Felting)                          | <input type="checkbox"/> Woodwork  |
| <input type="checkbox"/> Food and Beverage (Human and Pet) (Must be bakery-quality product, packaged for individual sale, and in compliance with all regulations governing the sale of food) | <input type="checkbox"/> Painting (Acrylics, Oils, Watercolors, Pastels, Tole, on any kind of canvas, wood, or glass) | <input type="checkbox"/> Other (describe): _____                                     |

**PAYMENT (Please include 2 checks payable to "The Toledo Craftsman's Guild.")**

**JURY FEE** (Check #1) first 3 categories = \$20 4 = \$40 5 = \$60 6 = \$80 \$ \_\_\_\_\_

**SPACE PREFERENCE** (Check #2. Spaces are 10'x10'.)

Spaces at \$105 per space: 1 = \$105 2 = \$210 3 = \$315 \$ \_\_\_\_\_

Wall spaces at \$115 per space: 1 = \$115 2 = \$230 3 = \$345 \$ \_\_\_\_\_

Tables: 1 = \$5 2 = \$10 3 = \$15 4 = \$20 5 = \$25 \$ \_\_\_\_\_

**GRAND TOTAL: \$ \_\_\_\_\_**

Number of chairs: 1 2 3 4

I need electric: Yes No

Additional Comments/Requests: \_\_\_\_\_

**ACKNOWLEDGEMENT: APPLICATION IS VOID AND WILL NOT BE ACCEPTED IF NOT SIGNED.**  
I have read and agree to the terms stated in this Application/Contract.  
  
(signature) \_\_\_\_\_

**Show Use Only:**

Date Rec'd: \_\_\_\_\_ Rec'd #: \_\_\_\_\_ Check #: \_\_\_\_\_ Amount sent \$ \_\_\_\_\_

Rec'd \_\_\_ before \_\_\_ after the postmark deadline of Oct. 15, 2019. Return envelope included? yes no Jury Score: \_\_\_\_\_