



Call for Entry to Juried Show

Application required by: **Monday, July 1st, 2019**

Location: Museum of Dufferin (MoD), corner of Hwy 89 & Airport Rd.

The Museum of Dufferin invites all artists and craftpersons, working in any medium, to apply to participate in our **Holiday Treasures Arts and Crafts Sale**, a *juried* show of original *handmade gift* items.

Our show provides our visitors with access to beautiful, unusual, high-quality handmade work. The MoD offers you a unique background in which to display your work and attracts a broad audience during the two-week show. The show is set up, manned, and restocked by MoD staff who also handle all sales. We only require that you label, drop off and pick up your wares and do some promotion with the material provided for you.

This year's show runs from **Saturday, November 28, 2018** until **Sunday, December 15, 2018**.

Food Vendors Welcome!

We accept vendors who sell homemade food items! As we are a museum, and the event lasts for two weeks, food stuffs must be non-perishable, non-refrigerated and be in sealed packaging. Food vendors will also be required to provide a copy of the latest inspection of the kitchen used to produce the material and a sample of their wares for the jurying process (along with digital photographs of their packaged items).

Background Information and Statistics

- This will be Holiday Treasure's 15th year.
- General customer age range: 30 - 60
- Items are purchased for all age groups
 - We highly encourage vendors who produce items for pets, men and children.
- On average, the show has grossed around \$30,000 a year.
- 43 vendors a year, on average
- Customers who shop at Holiday Treasures appreciate a wide range of price points from stocking stuffers and hostess gifts to high-end one-of-a-kind items.
- The median customer receipt total is around \$50.

Application and Participation Fees

The application fee is \$10 and payable with receipt of the attached application. Fee is non-refundable.

Upon acceptance into the show, you will be required to pay the vendor participation fee of **\$50 +HST (\$56.50)**. This is an excellent value as it covers your display space for a TWO WEEK show and we do all the work! We set up the show, restock it, sell your material and promote the show.

The participation fee is due within one month of the acceptance emails going out, with further information provided at that time. If you do not pay on time, your spot will be forfeit to another applicant. Once accepted, your participation fee is non-refundable.

Participant Information (Please read in full)

- New vendors are welcome to apply.
- We encourage those who have not been accepted in the past to continue applying as circumstances change each year based on the applications received.
- Entrants do not have to be from Dufferin County. However, you must be able to drop your material off and pick your material up from the Museum on the dates indicated.
- The MoD takes a 25% commission from the sale of each item at Holiday Treasures.
- All material must be made by the artist. Pieces that are a combination of handmade and mass-produced must be predominantly handmade. If you are unsure if your material would qualify, please call and speak with MoD staff.
- Artists submitting work in two or more distinctly different media (e.g. soaps and wood products), who wish to enter products from both media, must submit a separate application for each medium.
- One application should be made for collaborative pieces made by two or more artists.
- As noted above, only non-perishable food in sealed packages will be accepted. If entering food items you must include a copy of the most recent inspection report for the kitchen where your product was produced and a sample of your wares for the jury. Drop off or shipping is the entrant's responsibility.
- Participants will be provided with promotional material for the event that they are asked to distribute. Artists are also greatly encouraged to use their own promotional avenues to highlight the event.
- Participants are encouraged to attend our opening evening event, *Holiday Treasures Advanced Shopping Soirée*, taking place Friday, November 29th from 4:00pm to 7:00pm. This is an **invitation only** event to which the media, our members, volunteers and artists' special guests will be invited. Attendance is not a requirement of participation but it is highly recommended.
- We operate a bagging and wrapping table on our busier days. There may be volunteer time slots available that artists can sign up for. This is not a requirement of participation.
- The MoD makes every effort to reduce the risk of damage or theft of material through safe handling procedures, trained staff, proper display set-up and reception desk staff. However, there are no guarantees. Although we have experienced very little theft in the past, as with any store, it is always a possibility.
- Holiday Treasures is set-up by MoD staff. This ensures the safety of our visitors, your material and the Museum's collection. Vendors may provide props, and display suggestions are

welcome, but final set-up decisions are made by staff. Your work will be displayed in a way that shows it at its best within the context of the museum's space and resources.

- The bestselling vendors from each year will be offered the opportunity to enter the next year's show without being subject to the jurying process. Vendor participation fee still applies.

Application and Jurying Process

1. Completed applications are returned to the MoD.
2. Entries are juried.
Selection will be made on the basis of quality, originality, price point, product packaging, technique, and product categories so that no one category is over-represented.
3. All applicants will be contacted with the jury's decisions by the third week of July.

Submission Requirements

1) Description of your work

Please include a short description of your work. This could include the process by which the items were made, the materials they are made from, what makes your work unique, etc.

2) Up to 8 digital images for jurying and/or food samples

- Jurying will take place via digital images only. These images should give the jury a good understanding of what you are proposing to sell.
- The better the quality of the photograph the better. Images of sufficiently high quality will be used for marketing purposes.
- They can be mailed in on a memory stick, provided through a program such as DropBox, or sent by e-mail.
- Images must be in .jpg or .png format.
- For each image please include the following information in your package:

	Example
What it is	Hand-crafted finger-puppet
Medium & Production Method	Felt and sequins, sewn
Dimensions	3" H x 1" W
Price/ Price Range	\$14.50 each

- Returning applicants may reuse images. Indicate this on your application.
- Applicants with food products are required to provide a sample of their product for the judges along with pictures of their packaged product.

3) Artist Biography (Optional but encouraged)

This is a short biography about yourself and aspects of your art. It should be no more than 1 or 2 paragraphs (no more than 1/4 page) Do not include formatting or pictures.

Applicants who have not submitted all required pieces of the application by the time of jurying will be disqualified from consideration.

Application and Vendor Terms and Conditions:

1. As a Vendor in Holiday Treasures, I hereby give permission to the Museum of Dufferin (MoD) to take and use photographs and videos recordings, of my material and/or of this event to be held at the MoD from Friday, November 29, 2019 to Sunday, December 15, 2019 for marketing and promotional purposes. For example, but not limited to, submissions to print publications, posting on the MoD website and MoD social media sites.
2. I hereby release the County of Dufferin, MoD and its employees, and/or volunteers from all claims resulting from the use, editing and release of any of the above mentioned material with respect to this.
3. I understand that the MoD is insured for public liability and all reasonable care will be taken with my material while at the Museum. The MoD may not be held responsible for lost, stolen or damaged pieces. All items are the responsibility of the artist. Product liabilities are the sole responsibility of the vendor.
4. I certify that the items I will offer for sale were made by me, are original and are similar to the sample work I have submitted to the jury.
5. I understand that the MoD takes a 25% commission on all purchases made through the Holiday Treasures Arts and Crafts Sale.

Submission Information

Application required by: Monday, July 1, 2019

Entries may be submitted by email or regular mail but must arrive on or before the due date.

Application should be sent to: Pamela Woolner, Reception Services Coordinator
936029 Airport Rd., Mulmur, ON L9V 0L3
pwoolner@dufferinmuseum.com
(519) 941-1114 ext. 4018 / 1-877-941-7787 ext. 4018

Holiday Treasures 2019 Application Form

Name (please print): _____

Company/Business Name (if applicable): _____

Mailing Address: _____

Town

Postal Code

Telephone #: _____ Cell #: _____

Email: _____

Website address (if applicable): _____

Have you been in HT before? No Yes Last Participation Year: _____

Category: Within which of the following categories would your art fit best?

- | | | |
|---|--|---|
| <input type="checkbox"/> Jewellery | <input type="checkbox"/> Wood | <input type="checkbox"/> Textile: Fabric/Fur/Knit/Weaving/Other |
| <input type="checkbox"/> Bath and Body | <input type="checkbox"/> Ceramics/ Pottery | <input type="checkbox"/> Photography/ Photo Based |
| <input type="checkbox"/> Metal Work | <input type="checkbox"/> Basketry | <input type="checkbox"/> Leather |
| <input type="checkbox"/> Children's Items | <input type="checkbox"/> Glass | <input type="checkbox"/> Fine Arts |
| <input type="checkbox"/> Mixed Media | <input type="checkbox"/> Food | <input type="checkbox"/> Other: _____ |

Does any of your material fall under 'Holiday Seasonal'? No Yes

Does the label "upcycled" fit your material? No Yes

Will you be able to restock should it be necessary? No Yes

Entry Fee Payment: \$11.30 (includes tax)

HST# 106988694

- Cheque (made out to the *County of Dufferin*)
- Credit Card online payment – Contact staff to receive an invoice number for online payment

Submission Checklist:

- | | |
|---|--|
| <input type="checkbox"/> Completed and signed application form | <input type="checkbox"/> Payment enclosed/done |
| <input type="checkbox"/> Description of your work attached | <input type="checkbox"/> Food sample arranged |
| <input type="checkbox"/> Digital Images are attached, enclosed or already sent | |
| <input type="checkbox"/> Image Information attached (refer to submission requirement #2) | |
| <input type="checkbox"/> Short artist Biography attached (<i>Optional but encouraged</i>) | |

By signing, I hereby acknowledge that I have read and agree to the **Application and Vendor Terms and Conditions on pg. 4** and that my application is complete.

Vendor Signature

Date