ART & CRAFT **EXHIBITION** 2018

**Warcop Parish Hall**

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**EXHIBITOR RESERVATION FORM**

* We invite local artists and craftspeople to exhibit their work at Warcop’s new Parish Hall over the **Bank Holiday weekend of Saturday 5th May to Monday 7th May 2018**. The hall will be open to local residents and visitors from 10:00 am to 16:00 pm each day and will be supervised at all times. You can attend all or part of the exhibition if you so wish. Set up will be on **Friday 4th May** 10:00 – 4:00 pm. All exhibits to be removed between 16:00 - 18:00 pm on Monday, 7th May, please. This year we are holding a **Private Viewing to open our exhibition on Friday 4th May 7 -9 pm for invited guests only**. Each exhibitor will be given two tickets for friends or family to attend.
* The purpose of the exhibition is to showcase local artistic talent across a range of media. We will also have a display of over 90 children’s art from Warcop Primary School. All proceeds will go towards the Hall’s furniture fund-raising.
* Artists who wish to sell their work will be charged a 10% commission fee (12% if payed by credit card as we hope to have a credit/debit card machine this year.) There is no charge if you simply want to exhibit your work. Any greetings cards sold during the exhibition will also have a 10% commission charge per card and envelope. We will provide display boards and tables, and cards for you to attach next to your work. If you are not able to attend, we will staff a sales desk and ensure you receive any proceeds, less 10%.
* As new features this year, we intend to offer demonstration sessions by artists/crafts people as well as workshops which people can book onto to try their hands at a variety of art/craft forms. We also plan to run a shuttle minibus to the exhibition between Appleby and Kirkby Stephen and Warcop.
* The exhibition will be promoted through The Herald, The Way, Cumbria Life, Warcop’s website [www.warcop.org.uk](http://www.warcop.org.uk), local art groups, Tourist Information Centres and by flyers placed in local hotels/B&Bs/guest houses to target visitors to the area. Visitors will pay a small entry fee to include refreshments. We intend to organise competitions/raffles for all visitors and a piece of your work donated as a prize would be much appreciated.
* Please tell us your requirements by filling in the form overleaf, and then return it by post or email. If you have any further questions, or if we can be of any more help, please contact me by phone or email. (Telephone 017683 41390.)
* Insurance: on advice from our insurers, exhibitors must either take out their own insurance, or display and store their work at their own risk.
* **Deadline for return of this form will be Friday 20th April 2018. PTO**

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| **Name** |  |
| **Contact phone number(s)** |  |
| **Contact email** |  |
| **Art medium/media to be exhibited** |  |
| **Brief description of your work(s)** |  |
| **Do you wish to exhibit all 3 days? If not, please state when.** |  |
| **When will you attend the exhibition?** |  |
| **Space required: Display boards 8’x4’. Area or number of pieces on display and sizes.**  **(Subject to number of artists.)** |  |
| **Table required? (6’x3’} (Yes/No)** |  |
| **Will you be selling your work? (Yes/No) If yes, there will be a 10% commission to go to Warcop Parish Hall.** |  |
| **Will you be selling cards? If yes, 10% commission (12% by card)** |  |
| **Would you be interested in running a workshop to allow people to experience your art/craft? (1 hour in meeting room or outside if fine?) Please give details.** |  |
| **Prize donation? (Yes/No) Please give details** |  |
| **Any other requirements or information** |  |

Please return this completed form to David Keetley via email to [keetleyjd@sky.com](mailto:keetleyjd@sky.com) or post to Stonehaven, Tower Court, Warcop, Cumbria, CA16 6NL **by Friday, 20th April 2018**.