ART & CRAFT **EXHIBITION** 2020

**Warcop Parish Hall**

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**EXHIBITOR RESERVATION FORM**

* We invite local artists and craftspeople to exhibit their work at Warcop Parish Hall over the **Bank Holiday weekend of Friday 8th May to Sunday 10th May 2019**. The hall will be open to local residents and visitors from 10 am to 4 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 **Thursday 7th May** 10 – 4 pm. All exhibits to be removed between 4 - 6 pm on Sunday, 10th May, please. This year we are again holding a **Private Viewing Evening to open our exhibition on Thursday 7th May**

**7 - 9pm**. Each exhibitor will be given two tickets for a guest to attend with them.

* The purpose of the exhibition is to showcase local artistic talent across a range of media. We will also have a display of over 80 children’s art from Warcop Primary School. All proceeds will go towards the Hall’s fund-raising. Attendances run into the hundreds over the three days.
* Artists who wish to sell their work will be charged a 10% commission fee. (Please note we offer credit/debit card facilities at no extra fee.) Any greetings cards sold during the exhibition will also have a 10% commission charge per card. There is no charge if you simply want to exhibit your work. We will provide display boards and tables, and cards for you to attach next to your work. **Please note that display boards are 8’ x 4’ and each artist will be allocated ONE board each.** In some cases, artists will be asked to share a board. If you are not able to attend, we will staff a sales desk and ensure you receive any proceeds, less 10%. If you provide us with bank details on the set-up day, we will use bank transfer for amounts over £10, otherwise we will pay in cash.
* As a popular feature again this year, we would welcome artist/craftspeople who can offer demonstrations or workshops, including for children, which visitors can book onto in advance to try their hands at a variety of art/craft forms. These sessions will be advertised in advance.
* 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 fliers 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. The donation of a piece of your work for the raffle would be much appreciated.
* To reserve your space, 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 is: Friday 17th April 2020. PTO**

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| **Name** |  |
| **Contact phone number(s)** |  |
| **Contact email** |  |
| **Art medium/media to be exhibited** |  |
| **Please give a brief description of your work(s)** |  |
| **Would you be interested in running a demonstration/workshop to allow people to experience your art/craft? (Approx. 60 mins in Meeting Room or outside if fine?) We would really like to run a workshop for children too. Please give details and let me know by the 18th March at the latest.** |  |
| **Do you wish to attend all 3 days? If not, please state when you will attend the exhibition.** |  |
| **Space required: Display boards are 8’x4’, both horizontal and vertical. State area required or number of pieces on display and sizes. (Space is limited to ONE board per artist and subject to the number of artists.) State vertical or horizontal preference.** |  |
| **Table required? (6’x3’) (Yes/No) What will you display on the table?** |  |
| **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. Do you require use of our display racks or do you have your own?** |  |
| **Raffle prize donation? We would really appreciate it if you could donate a piece of your work for our raffle.** **Please give details.** |  |
| **Any other requirements or information:** |  |

Please return this completed form to **David Keetley** via email to keetleyjd@sky.com or post to Stonehaven, Tower Court, Warcop, Cumbria, CA16 6NL **by Friday, 17th April 2020**, after which board/table allocations will take place.