

Art at the Altar - APPLICATION GUIDELINES

St John's Church, Penistone

14 - 17 November 2019

Preview Evening - 13 November



All applications must be made on the basis of acceptance of the guidelines detailed below.

ENTRY AND SELECTION

Entry fee is £75.

Entry fee covers the full 4 day event at St John's Church, Penistone from 14 to 17 November plus the catered Preview Evening on Wednesday 13 November.

Entry fee to be paid on notification of successful application.

Refunds will not be given for non-attendees.

Applications will be considered on quality, variety and price range. All work must be yours alone, available for sale, original, handmade and not include bought in elements.

Applications will not be considered from anyone taking part in the Silkstone Church Event that also takes place in November.

PREVIEW EVENING

All exhibitors will be expected to attend the Preview Evening 7.30pm to 10pm.

CENTRAL PAY POINT AND SALES

All sales at the event must go through the central pay station, including those to fellow exhibitors.

10% will be deducted from all sales and proceeds will be donated to our chosen charity(s).

Sales proceeds after deductions will be paid to exhibitors via bank transfer as soon as possible after the event closes.

ART RAFFLE

All exhibitors will be asked to contribute a piece of their art/work up to a value of £15 to £20 for the raffle. Proceeds from the raffle will be donated to our chosen charity(s).

INSURANCE

All exhibitors must provide evidence of public liability insurance once notified of their successful application and by no later than 1 November. This can be e-mailed to gill@gilliantyler.co.uk.

Exhibitors are liable for all claims arising from the conduct of their services and shall indemnify Hens Teeth Arts against any third party claims arising as a result.

Insurance can be purchased from www.a-n.co.uk/register-artist

Disclaimer: Although the utmost care and vigilance is taken at all times, Hens Teeth and the venue cannot accept liability for any work that is damaged, lost or stolen.

VOLUNTEERING AND ROTA

All exhibitors will be asked to volunteer to cover a number of rota sessions during the event. Details of the specific rota sessions and times will be sent nearer the time and exhibitors will be asked to provide details of any sessions they **CANNOT** cover.

SETTING UP AND TAKING DOWN

Set up will be Tuesday 12 November between 3pm to 8pm.

Tables will be approx 180x76cm and covered with a white calico cloth.

Take down will be Sunday 17 November at 5pm prompt.

Parking is available on Shrewsbury Road to right of St John's Church (1 hour restriction), Church Street to left of the church (free) and at Paramount Cinema car park (free).

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APPLICATION FORM - to be returned by 10 August

If you have exhibited with us before you can scan and return via email.

ADMIN
ONLY

If you are a new exhibitor please print out and return by post, with photographs of your work to
Gillian Tyler, 3, Old Pothouse Cottages, Mortimer Road, Midhopstones S46 4GW

Name

Address

Postcode

Tel

Mobile

Email

Website/facebook page

Description of craft/art

Other November exhibitions you are participating in

PLEASE CONFIRM

Y N you will pay via BACS subject to successful application

Y N you are willing to provide bank details when requested for receiving monies post exhibition

Other

TIMETABLE OF DATES/TIMES REQUIRING ATTENDANCE

Tuesday 20 Nov Set up day 12 to 8pm

Wednesday 21 Nov PREVIEW EVENING 7.30 to 10pm. All exhibitors to arrive at 7pm.

Sunday 25 Nov Clear up 5.15 - 7pm. Doors close at 7pm prompt

I agree entirely to the terms and conditions of entry as laid out by Hens Teeth Arts

Signed