

**Event:**                    **Art in Old Quebec Street**

**Place:**            **The Old Quebec Street Shops,  
55 Wyndham St N, Guelph, ON**

**Date:**            **23 June 2018    from 10 am to 5 pm**

### **Artisan Guidelines for Art in OQS**

**Artisan Vendors:** Items for sale must be personally created by the vendor. Acceptance of a vendor is subject to a jury process and mall management approval.

**Show fee:** \$45 for one GCAA Artisan booth space (HST and uses of grids included in fee)

**Booth Space:** Booth space will either be 8ft by 10ft or 5ft by 14ft. Backdrops, and lighting not provided. Tables and chairs are not provided. Grids (8 linier feet, one side only) are provided as part of fee. So that the show has a uniform appearance, all tables must be draped and skirted with matching fabric tablecloths, preferably white.

Set-up, takedown and day-to-day operations:

- Set-up is to be completed by 10:00 am. Access to OQS is available at 8:00 am.
- Vendors are responsible for their own product within OQS at all times.
- Eating at the booth should be minimal and discreet. It is preferred that vendors cover each other off for breaks.
- Talking between vendors should be done quietly and discreetly so as not to disturb customers, shopkeepers and mall staff.
- Takedown of all displays must be completed and removed from OQS by 6:00 pm on 23 June 2018.

**Contact person for Artisans – Heather Robinson (519) 780-0872.**

Email: [vendorinfo@guelphcreativearts.com](mailto:vendorinfo@guelphcreativearts.com)

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**GCAA Artisan Application Form**

**Name** \_\_\_\_\_

**Address** \_\_\_\_\_

**Main Phone** \_\_\_\_\_ **Other** \_\_\_\_\_

**Email** \_\_\_\_\_

**Website** \_\_\_\_\_

**Items to be sold:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Fee enclosed:** \_\_\_\_\_ (Cheque to be made payable to Guelph Artisans)

**Date:** \_\_\_\_\_

**Mail application to:**

**GCAA/Guelph Artisans, Old Quebec Street Shoppes,  
55 Wyndham St N, Unit T22A, Guelph ON N1H 4E6**