

APPLICATION CHECKLIST

Your application should include all of the following:
(check off as you complete)

- Application Form** Carefully fill out the attached application form
- Photos** Please submit at least 10 quality photographs of the work you would like to sell at the Show. No digital images for jurying.
- Booth Design** Please submit a detailed diagram of your proposed booth display. This is just as important as the product itself.
- Biography** Tell us about yourself, your education and places where you have shown and sold your work.
- Declaration of Authenticity** Please submit a short (1 page max.) explanation of the processes and your involvement in producing the crafts that are to be exhibited.
- Studio/Workplace** Please include 1 photo of where you make your products (eg. workstation, studio, etc.).
- Samples** If you make soap or edible craft, no more than five samples must be provided. These samples will not be returned.
- Deposit** Please enclose with the attached application form a **deposit of \$200 payable** to Pacific Canadian Craft Shows. This deposit will be cashed only if you are contracted for space at the Show. Payable by credit card or cheque.
- Return Envelope** Please include a self-addressed stamped envelope, large enough for your portfolio, with sufficient postage so we may return your entire application, if you are not accepted. If you are accepted, portfolios are kept on file.

Once You've Applied

The initial selection for the 2008 Circle Craft Christmas Market will begin following our deadline of February 22, 2008 and will continue until the show fills. All applications are considered and reviewed, even those received after the February 22nd deadline.

You will receive a letter of your acceptance along with a contract, and payment schedule. The deposits of successful applicants will be applied to their booth fees. A further payment of \$300 is required with the return of the exhibitors signed contract. If you are accepted and choose not to participate, your deposit will be forfeited.



2008 Application



CIRCLE CRAFT'S 35TH ANNUAL Christmas Market

SHOW DATES

November 11 - 16, 2008

Vancouver Convention and Exhibition Centre

Note: 6 day show in 2008

Circle Craft is pleased to announce its 35th annual Show and Sale of Fine Art and Craft. We are seeking talented artisans to participate in this long-standing Vancouver tradition.



We produce a colourful event with wide public appeal. The Show is exciting and well-attended. We are committed to making the shopping experience as interesting and as enjoyable as possible. Entertainment involving local musicians, choirs and dance performers and fun activities for kids provide an interactive entertaining shopping experience.

Numbers of exhibitors will be restricted in the various craft categories and the overall size of the show will be limited in order to ensure participants every chance of financial success. As always, special emphasis will be placed on booth display.



As Western Canada's largest one-of-kind-gift fair, our show is known across Canada. We invest over \$100,000 in promotions through our newspaper campaign, radio and television ads, publicists, website, promotional flyers and posters. We work diligently to market the Show, attracting new shoppers and repeat customers.



We maintain a show-specific section to our website that highlights exhibitors, promotions and show information. Our website continues to be a very strong vehicle to help us promote you and your work. Visit us online at www.circlecraft.net.

Join us in making the 35th Annual Circle Craft Christmas Market the finest yet!



Paul Yard
General Manager
Circle Craft Co-Operative

Acceptance Criteria

Please review our Acceptance Criteria to see if you qualify, then collect your Support Materials and complete the attached Application Form.

- You must be the maker, designer, creator and producer of the work (original art or craft made in North America)
- Your product, booth design & application package will be juried for quality, uniqueness, salability and overall balance of craft categories in the Show.
- Reproduction aids such as molds used in jewellery or ceramics must be created by the applying artisan
- All prints must be numbered and hand pulled. Photomechanical reproductions such as gicleé and offset prints are not accepted in the category of Visual Art (painting)
- No aromatherapy, no therapeutic products
- Declaration of Authenticity. All applicants must submit a short (one page maximum) explanation of the processes and their involvement in producing the crafts that are to be exhibited.

Pricing for Exhibit Space

5' x 10'\$1,250.00 (for first-time exhibitors only)
 10' x 10'\$1875.00 5' x 15'\$2085.00
 10' x 15'\$2812.50

Corners are an additional \$300 and are allocated at our discretion.

Our GST registration number is R123081663. All fees are subject to GST.

All booths will be draped and supplied with 750 watts of power per single booth. Aisles will be carpeted. Exhibitors are responsible for ordering lights, floor covering and signage. Detailed information regarding setup is sent to each accepted exhibitor in September.

Deadline for Application:

Feb. 22, 2008*

BASIC SHOW INFORMATION

Circle Craft
Christmas Market
November 11 - 16
(6 day show 2008 only)

Vancouver Convention and Exhibition Centre

Show Hours

Tues - Fri 10am - 9pm
Saturday 10am - 7pm
Sunday 10am - 5pm

**all applications are considered and reviewed, even those received after the February 22nd deadline until the show fills.*

2008 APPLICATION FORM



Complete and return this form to our office. *Please print!*

FIRST AND LAST NAME

COMPANY NAME (IF ANY)

MAILING ADDRESS

TOWN/CITY

PROVINCE

POSTAL CODE

HOME TELEPHONE

STUDIO TELEPHONE

CELL

EMAIL

WEBSITE

Craft Description (5 words max.):

Did you remember to include:

- Photos of your Work?
- Booth Design diagram?
- Biography, product description & studio photo?
- Declaration of Authenticity
- \$200 Deposit?
- Samples? (soap & edible craft ONLY)
- Return Envelope?

Please list all the items you would like to sell if accepted:
(attach a separate sheet if necessary)

Deposit paid by: VISA MASTERCARD CHEQUE (*enclosed*)

CARD NUMBER

EXPIRY DATE

NAME ON CARD

SIGNATURE OF CARDHOLDER

How many people work for/in your company?

Full time Part time

Please mark (1 & 2 for order of preference) for your **2 booth size choices** if accepted and specify if you would like a corner:

5 x 10
(first time exhibitors only)

10 x 15

10 x 10

5 x 15

CORNER

**Please send us your
application & support materials
by February 22, 2008 to:**

Circle Craft Christmas Market
330 - 900 Howe Street
Vancouver BC V6Z 2M4

Attn: 2008 Christmas Market Applications

info@circlecraft.net www.circlecraft.net

