



LOUISVILLE  
ARTISANS  
GUILD

P.O. Box 7172  
Louisville, KY 40207  
info@LouisvilleArtisans.org  
www.LouisvilleArtisans.org

January 25, 2012

Dear LAG Artists,

We are extending a special invitation to all Juried members of the Louisville Artisans Guild (LAG) to participate in the **2012 Holiday Showcase**. We are happy to be returning to the same location at the American Legion Highland Post at 2919 Bardstown Road. This location is just a few blocks north of the Watterson Expressway and extremely visible to the general public. This year's show will be **Saturday, November 3<sup>rd</sup> and Sunday, November 4<sup>th</sup>** with set up on **Friday, November 2<sup>nd</sup>**.

Because we know artists need to plan their year of shows, we are getting the applications out early with a deadline of **May 1, 2012** and will notify acceptance by **June 1, 2012**. We encourage you to send your application as soon as possible. Juried Artists will be accepted with consideration being given to application date and mediums of artwork in order to create a well balanced show.

Artists who are planning to jury at the **March 10<sup>th</sup>, 2012 Jury Session** are encouraged to apply to the Holiday Showcase **now** pending acceptance. As you probably know, the Holiday Showcase has been at capacity for the last five years. A waiting list will be created and acceptance will be based on date received and/or a balance of artists in each medium.

We know this same location provides a successful and profitable venue for all our **2012** Holiday Showcase participants.

Sincerely,

**2012 Holiday Showcase Committee**

Linda Drescher, Co-Chair

Mary Ann Hoskins, Co-Chair

Kathy Lum, Co-Chair



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## Louisville Artisans Guild Holiday Showcase 2012 November 3rd & 4th, 2012

### **LOCATION**

The Holiday Showcase 2012 will be held at the American Legion Highland Post at 2919 Bardstown Road, Louisville, Kentucky, (across from Krispy Kreme Doughnuts).

This is our sixth year at this location. It is centrally located, just a few blocks north of the Watterson Expressway.

### **SHOW DATES & HOURS**

Set up time, **Friday November 2nd**, notification of time at a later date

Show hours: **Saturday, November 3rd & Sunday, November 4th 10:00 a.m.- 4:00 p.m.**

### **BOOTH FEE**

Booth fee **\$110.00**

Electricity for your booth is **\$35.00** extra. Please bring your own heavy duty extension cords and power strip.

### **BOOTH REQUIREMENTS**

The booth is a 10 X 10 foot space. You will be allowed to use tent frames without the tops but with **white sides and backs** as dividers or **your own specialized booth setup**. The appearance of your booth is essential to promote your work and enhance the overall look of the show. We encourage you to decorate for the holiday theme, The Highland Post will provide two sturdy 8ft X 30in tables and 2 folding chairs if you would like to use them. (If you request tables and change your mind, please let us know at least one week before show.) **All tables must be skirted to the floor.** Please store your unused items under your tables out of sight. Nothing may be attached to the walls.

### **ARTIST PARTICIPATION**

In order to participate, you must **be a juried member and your dues must be current for 2012 at the time of the application and at the time of the show.** Remember dues for 2012 are due **January 1, 2012.**

Members who are participating in the **March 2012 Jury Session** are encouraged to **apply now** if interested in this show. Checks will be held until acceptance into the show.

**All work exhibited must be consistent with work accepted by the Louisville Artisans Guild jury process.** All artists must be personally present for the show. \*If booth is shared by more than one artist, all artists participating must be current Juried members of the Louisville Artisans Guild. All artists also must be present at the show. Please complete information on application for all artists participating.

**APPLICATION PROCESS**

**Applications must be postmarked no later than May 1, 2012.** A \$20.00 late fee must be applied to applications postmarked after **May 1, 2012.** **Booth fee of \$110.00 must be included as well as the \$35.00 fee for electric if requested.** \*\*\*\*\**The Showcase Committee will base acceptance on: **balance of categories, postmark of application and/or space available.*** A waiting list will be maintained in case of cancellations. Notification of those accepted will be by **June 1, 2012.**

**PUBLICITY and MAILING LIST**

In order to continue our success at our new location, additional funds and effort will be directed into publicity. A postcard featuring Guild Artists’ work will be produced. Twenty cards will be available to participating artists to send to you customers. You may purchase additions cards at a nominal fee if needed.

**CANCELLATION**

All cancellations and refund request must be in writing and postmarked by **September 1, 2012.** A **\$25.00** cancellation fee will be charged for processing, After **September 1, 2012,** there will be no refunds.

**INSURANCE and SALES TAX**

Each artist is responsible for obtaining his or her own insurance and **paying sales tax** to the state of Kentucky. **Be sure to carry a copy of your tax id.**

**REFRESHMENTS and LUNCH**

Exhibitors will be offered complimentary coffee and doughnuts one hour prior to the opening of the show Saturday and Sunday. A snack bar will be available with soup and sandwiches as well as a cash bar with adult refreshments. This will be provided by the Highland Post. Musical entertainment will also be provided for the enjoyment of all. For questions about the showcase contact co-chairs:

- Linda Drescher**... Home 452-1670 Cell 550-2481
- Mary Ann Hoskins** ... Home 893-3059 Cell 608-2323
- Kathy Lum** ... Home 253-9146 Cell 608-2321

Mail your application and fees to:

**Kathy Lum**  
**6500 Perrin Place**  
**Crestwood KY 40014**

Make check payable to: **Louisville Artisans Guild**  
Please include:

_____	Application
_____	\$110.00 Booth Fee
_____	\$35.00 Electric Fee (If requested)
_____	\$20.00 Late fee (applications postmarked after <b>May 1, 2012</b> )
_____	<b>total fee included</b>

# LOUISVILLE ARTISANS GUILD HOLIDAY SHOWCASE 2012 APPLICATION

**Saturday & Sunday, November 3<sup>rd</sup> & 4<sup>th</sup>, 2012**

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

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

**City** \_\_\_\_\_ **State** \_\_\_\_\_ **Zip Code** \_\_\_\_\_

**Phone (day)** \_\_\_\_\_ **Evening or cell** \_\_\_\_\_

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

\*All communications will be provided via email if possible. This will greatly conserve on our time and the Guild's limited resources. Snail mail will be sent to those without email.

**What juried medium(s) will you be exhibiting at the Holiday Showcase 2012?**

List all \_\_\_\_\_

Enclose:

\_\_\_\_\_ \$110.00 Booth Fee  
\_\_\_\_\_ \$35.00 Electric (if requested)  
\_\_\_\_\_ Late Fee \$20.00 Applications postmarked after **May 1, 2012**  
\_\_\_\_\_ Total enclosed

**DEADLINE: May 1, 2012**

**NOTIFICATION: June 1, 2012**

**CANCELLATION: September 1, 2012.**

**Louisville Artisans Guild Release from Liability:**

The undersigned, as an applicant to exhibit and sell arts/crafts at events sponsored by the Louisville Artisans Guild (LAG), agrees to the following conditions of exhibiting: LAG is released from all product and personal liability that may occur during the preparation and execution of the event. LAG is not responsible for loss of exhibitors' product due to any cause. LAG is not liable for any bodily injury, property damage or other injury incurred by the exhibitor during the preparation and execution of the event. (Shared booth application must be signed by both juried artists.)

Signed \_\_\_\_\_ Date \_\_\_\_\_

Name \_\_\_\_\_ Medium \_\_\_\_\_

Please answer the following questions:

\_\_\_\_\_ Did you participate in the Holiday Showcase 2011?

\_\_\_\_\_ Is this your first Holiday Showcase?

\_\_\_\_\_ Are you a new juried member 2012?

\_\_\_\_\_ Number of tables (8ft X 30 in) 2 maximum, provided by the Post

\_\_\_\_\_ Number of folding chairs needed

\_\_\_\_\_ Please circle the number of postcards you need:

**25   50   75   100   150   200**

Think about the shows you will be having in the fall. Remember **YOU** are the best advocate for our show. Order postcards for your customer list, workplace, family & friends.

\_\_\_\_\_ Any special request? Please list:

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\_\_\_\_\_ Are you willing to donate an item for the raffle to raise money for the Nelle Peterson Memorial Art Scholarship Fund?

Questions? Please call or email Linda Drescher @ 452-1670 or [drescherd@bellsouth.net](mailto:drescherd@bellsouth.net)

Set up information will be provided with your acceptance letter.

Please make checks payable to: **Louisville Artisans Guild** and mail you check and completed application to:

**Kathy Lum**  
**6500 Perrin Place**  
**Crestwood, KY 40041**