

Welcome to the 5th Annual

Reading-Berks & Lehigh Valley Chapters PGC - In Partnership with Kutztown University

Spring Fine Arts & Crafts Festival

At Kutztown University -- March 24, 25, 2007

Here 's all the information

Set Up Date: Friday, March 23, 2007- 4:00 PM till 9:00 PM – NOTE: **NO EARLY SET-UPS!!!!**

Show Dates: Saturday, March 24, 2007 9:00 AM – 5:00 PM; Sunday, March 25, 2007 10:00 AM – 4:00 PM

Location: Kutztown University's Keystone Field House, South Campus Drive & Baldy Street, Kutztown, PA

Application Deadline: December 31, 2006. **ASAP** Complete application in full, including volunteer participation. (See VOLUNTEERS info below). Your cancelled check is your acceptance to the show. Show packets will be mailed on or about February 1, 2007.

Eligibility: Participation is limited to members in good standing who are in accord with the aims and purposes of the Reading-Berks Chapter PGC and the Lehigh Valley Chapter PGC, show sponsors. State PGC members who are in good standing and in accord with the aims and purposes of PGC and who have submitted the required slides for show jurying are invited to participate. Also, invited fine artists who are recommended by members of either or both the Reading-Berks and Lehigh Valley Chapters PGC, and/or who may have participated in a chapter show by either or both above named sponsoring chapters are eligible. (*Non-chapter members will be required to submit a minimum of three (3) slides of their work and one (1) slide of their booth display along with completed application*).

Payment: Make checks payable to **LV-RB PGC** (Lehigh-Valley & Reading Berks Chapters PGC), mail completed application, check (jurying slides if required) to **Lehigh Valley Chapter, Attn. Spring Fine Arts & Crafts Festival, P.O. Box 4, Macungie, PA 18062.**

Booth Size: 10' x 10' or 5' x 20' cost is \$110.00; 10' x 15' is \$160.00. {Please Note a \$10.00 discount on booth space if paid and reserved by December 31, 2006}. Also, a limited number of corner and 5' x 20' spaces available on a first-come, first-served basis. Also, corner booth, regardless of size, will be an additional \$25.00. Electricity limited to 240 watts. (A comfortable 100 booth spaces will be available on first-come, first-served basis)

Craft/Artisan Demonstrations: We encourage and highly recommend you to demonstrate your craft (***ESPECIALLY IF YOU HAVE ASSISTANCE AT YOUR BOOTH***) throughout the show since we are promoting this as an educational show.

DEMONSTRATIONS: There will be a number of demonstration booths available; an extra 5 feet of space will be given to qualified artisans. (NOTE: if you wish to demonstrate your craft, you must note and complete the info on the application).

Volunteers: For a successful show it requires many volunteers, especially at our admissions table. If you are able to help with the Admissions Table (Saturday and/or Sunday), please indicate Saturday AM or PM, or Sunday AM or PM. Also, help to clean-up Sunday is always welcome. Please specify how you would like to help on the application form.

Only hand-crafted items may be displayed and/or sold. NO BUY-SELL ITEMS TO BE DISPLAYED AND/OR SOLD.

Booth Information: **Booths MUST HAVE a professional appearance with covered backdrops on 3 sides (2 sides for corner spaces). Backdrops should be a minimum of 6 ft. high. Floor covering is recommended.** Booth structures or materials cannot extend into adjacent space or aisles. Legs of displays, etc. need rubber or carpet underneath to keep from damaging the floor! **NO DOUBLE-SIDED TAPE MAY BE USED ON THE FLOOR!**

Refund Policy: There will be no refunds. Your check and application are your commitment and guarantee to attend. There will be a \$20.00 service fee on any returned checks. **YOU MUST BE PRESENT BOTH DAYS OF THE SHOW!**

NO Subletting of booth space: If you are unable to attend once you have been accepted into the show, please contact the show chairperson immediately, **DO NOT** sublet your booth space to another craftsman/vendor.

Set Up /Break Down: Set-up will begin Friday, March 23, 2007, from 4:00 PM until 9:00 PM. (NOTE: **NO EARLY SET-UPS**). Doors open at 7:00 AM on Saturday, March 25, 2007 for last minute preparation so you are ready for customers by 8:30 AM. Floor jurying will be at 8:30 AM. Break down begins at the close of the show on Sunday, March 25, 2007 at 4:00 PM **and must be completed by 6:00 PM.** (WE WILL ANNOUNCE WHEN THE SHOW IS OFFICIALLY CLOSED AND TEAR DOWN MAY BEGIN). Any violators who begin to tear down early (prior to 4:00 PM) will jeopardize future acceptance into this show!

Any Additional Information contact co-chairperson Denise Wilz (215).260-1133 email info@wilzpottery.com or chairperson: Terry Boyer email: wc1860@enter.net