

2011 Reading-Berks Guild of Craftsmen Spring Festival Pick-A-Prize Raffle Donation

If you are interested in donating to the raffle please fill out and submit the form provided with the show application. This will help us keep track of your item and its details and will reserve your space in the raffle.

Deadlines for submissions:

- **Donation Form:** send in with application or hand in to Cindy Foley or Caroline Handwerk at chapter meetings on or before March 1st meeting.
- **Item to be photographed for website:** bring to chapter meetings on or before January 4th chapter meeting
- **Raffle Items:** bring to chapter meetings on or before March 1st meeting
-Items should be submitted to Cindy Foley or Carolyn Handwerk.
All items must be submitted by this date. Items will not be accepted at show set-up unless other arrangements are made*
*Contact Cindy Foley 484-332-8835 or Carolyn Handwerk 610-693-8187

To establish a more professional presentation, please be sure to provide the following with you item:

- Two business cards. One attached to the item, and one to the packaging.
- Your own professional packaging. (Boxes, bubble wrap, tissue, bags, etc.)
- Display(s) to present your item for photography and at the raffle table. (Jewelry displays, small stands for framed work, hangers for clothing, etc.) Displays will be returned to you after the drawing is complete.

Tickets and Procedure

- Each ticket has 10 stubs with the ticket number, the top portion has a space for the purchaser's name and phone number, and another for them to keep. This eliminates the need to write their info multiple times.
- The top portion with their name and phone number is given to the table attendant and the numbered stubs are dropped into the bags corresponding with the item they would like to win.
- The ticket price is \$5 for one ticket (10 chances).
- Each vendor will receive 2 tickets in their show packet and a \$10 charge will be included in the booth fee. We will not be collecting money from the vendors.

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Submission Deadline:

March Chapter Meeting, Tuesday, Mar. 1, 2011

*All items must be submitted by this date. Items will not be accepted at show set-up.**

If you are interested in donating a craft item to our Pick-A-Prize Raffle, please complete this form and return it with your show application or submit it with your item to Cindy Foley or Carolyn Handwerk at the monthly chapter meetings on or before 3/1/2011.

*If you are unable to attend our monthly meetings, please contact Cindy or Carolyn to make arrangements for pick-up/drop-off of your donation.

Cindy Foley 484-332-8835 Carolyn Handwerk 610-693-8187

Please note: You may submit this form prior to handing in your item to reserve your space. **All Items must be submitted by the March 1st deadline to Cindy Foley or Carolyn Handwerk.**

Please be sure to provide the following with your item:

-Two business cards. One attached to the item, and one to the packaging.

-Your own professional packaging (boxes, bubble wrap, tissue, bags, etc.).

-Display(s) to present your item for photography and at the raffle table (jewelry displays, small stands for framed work, hangers for clothing, etc.). Displays will be returned to you after the drawing is complete.

** If you do not have an online photo and would like your item photographed for the Guild website, please bring the item to our chapter meetings. **The deadline for website photos is the January 4th chapter meeting.***

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Artist Information

Name: _____

Business name: _____

Phone # and/or e-mail: _____

Item Information

Description: _____

Media: _____

Dimensions: _____

Link to online photo: _____