

**VERMONT CRAFTS COUNCIL'S SPRING OPEN STUDIO WEEKEND**  
**MAY 25 & 26 2019 10:00 – 5:00 – Celebrating 27 Years!**  
**APPLICATION DEADLINE: JANUARY 15, 2019**

**1. Business Name:** \_\_\_\_\_

**Maker/Contact Name:** \_\_\_\_\_

**We will use this info on Map Listing and on our Website.**

Ph: \_\_\_\_\_ Check One --> \_\_\_ Home or \_\_\_ Studio/Gallery?

**Postal Address:** \_\_\_\_\_ **Town:** \_\_\_\_\_ **Zip** \_\_\_\_\_

We prefer to send Open Studio news, updates and directions proof to you by **e-mail**. We will mail an Open Studio information packet to all.

E-mail: \_\_\_\_\_ Web Site: www. \_\_\_\_\_

**2. Site Location and information IF DIFFERENT THAN ABOVE ADDRESS:**

Physical Address \_\_\_\_\_ Town: \_\_\_\_\_

County \_\_\_\_\_ Zip \_\_\_\_\_ Ph: \_\_\_\_\_

**3. Please check the one that BEST applies (all registrants pay the same fee \$110):**

- A. \_\_\_ My site is my studio.
- B. \_\_\_ I'll be doing Open Studio as a guest at someone else's site. \_\_\_\_\_
- C. \_\_\_ My site is a gallery exhibiting the work of many artists year round.
- D. \_\_\_ My site is a gift shop, with my work as one part of a broader mix.
- E. \_\_\_ My site is a hub site that will host a group of artists for Open Studio. Note **that only artists registered with us will be included in our promotion.**
- F. \_\_\_ My site is an art or craft school at times other than Open Studio.

**4. MAPS AND DIRECTIONS**

**Past Open Studio Participant?**

Are the directions we used still accurate? Yes \_\_\_ No \_\_\_ (attach new directions)

Was your location on the map correct? Yes \_\_\_ No \_\_\_ (attach map with correct location)

What year did you **last** participate? \_\_\_\_\_ Spring \_\_\_ or Fall \_\_\_?

**New Participant – DIRECTIONS SUBMISSION GUIDELINES**

Please provide directions to your site from a major road or town and include with this form. Note landmarks that might help someone navigate to your studio.

**5. INDEX SECTION: ONLY 2 words (not phrases) that describe your work**

1. \_\_\_\_\_ 2. \_\_\_\_\_

**6. COUNTY SECTION:**

Choose **ONLY 5 words (not phrases)** that describe what (your artwork) visitors will find when they visit your site:

1. \_\_\_\_\_ 2. \_\_\_\_\_

3. \_\_\_\_\_ 4. \_\_\_\_\_ 5. \_\_\_\_\_

**7. Buy extra promotion for your studio by placing an ad in the full-color Vermont Open Studio Tour Guide!** We will position your ad in or as near as possible to your County section. E-mail ad to [sally@sallystetson.com](mailto:sally@sallystetson.com) by FEBRUARY 15, 2019.

\_\_\_\_\_ One Twelfth Page 2.4 X 2.4 **\$160**

\_\_\_\_\_ One Sixth Page 2.4 X 4.12 **\$285**

\_\_\_\_\_ One Third Page Vertical 2.4 X 8.5 **\$510**

\_\_\_\_\_ Half Page Horizontal 7.5 X 4.12 **\$660**

**ARE YOU A MEMBER?** \_\_\_\_\_ Yes, I've included membership form and fees. \_\_\_\_\_ Yes, I'm already a member.

**PAYMENT SUMMARY**

**Please enter appropriate amounts in the blanks below**

**NEW!** Plastic signs with wire frames (\$10 each plus shipping) quantity \_\_\_\_\_ X \$10 = \_\_\_\_\_  
(Paper signs are no charge and included with registration fee)

\$110 for **each** Open Studio registration \_\_\_\_\_ + Ad in Studio Tour Guide \_\_\_\_\_

**Total Fees** \_\_\_\_\_

Payment Method? \_\_\_\_\_ Check enclosed. \_\_\_\_\_ Visa/MC.

Card #: \_\_\_\_\_ Exp \_\_\_\_/\_\_\_\_ Security \_\_\_\_\_

Signature: \_\_\_\_\_

1. Hours for Open Studio Weekend are from 10:00 to 5:00, Saturday and Sunday. You agree to be in your studio and available to visitors during that time.

2. In the event that you need to withdraw from OSW, you will communicate to the office ASAP.

3. Education of the public through explanation, exhibition or demonstration of processes and materials is a **required** element of all participant sites in this event (with the exception of galleries).

4. If you are applying as a gallery, you agree to showcase the work of Vermont artists or craftspeople during the weekend.

5. You will use Open Studio yellow signs (including plastic signs) for yourself only and only **for the event** in which you are registered.

6. Promotion of your Open Studio event is a task you share with the Vermont Crafts Council. You should expect to spend some money on advertising to your customers.

**NEW**

7. You are expected to pick up materials from a local contact in your area, from the Spring Marketing Conference or from the office at **104 Main St** in Montpelier. **Deadline for pick up or ship is May 17, 2019. We can ship your materials to you for \$25 additional payable in advance.**

8. In order to be most effective in bringing visitors to your studio, signs must be properly prepared to withstand the weather and placed in several locations along the road (not just in front of your door).

Failure to follow these expectations undercuts the success of Open Studio for you and for customers who hope to see you. **My signature below indicates that I understand and will abide by these expectations:**

Name: \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

**SEND THIS FORM TO** Vermont Crafts Council, PO Box 938, Montpelier VT 05601. Questions?

[Vt1crafts@aol.com](mailto:Vt1crafts@aol.com), [vermontcraftscouncil@gmail.com](mailto:vermontcraftscouncil@gmail.com) or (802) 223-3380.