ART & CRAFT **EXHIBITION** 2025

**Warcop Parish Hall**

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**EXHIBITOR RESERVATION FORM**

* We invite local artists and craftspeople to exhibit their work at Warcop Parish Hall over the **Bank Holiday weekend of Saturday 3rd May to Monday 5th May 2025**. The hall will be open to local residents and visitors from 10am to 4pm each day and will be supervised at all times. You can attend all or part of the exhibition if you wish. Set up day will be on **Friday 2nd May 10 – 4 pm.** All exhibits must be removed between 4 - 6 pm on Monday, 5th May, please. This year we are again holding a **Private Viewing Evening to open our exhibition on Friday 2nd May 7 - 9pm**. Each exhibitor will be given **two** tickets for a guest to attend with them. Local VIPs will be invited too.
* The purpose of the exhibition is to showcase local creative talent across a range of media. We will also have a display of over 80 children’s art from Warcop Primary School based on a theme. All proceeds will go towards the Hall. Attendances have previously run into the hundreds.
* Artists who wish to sell their work will be charged a **10%** commission fee, including greetings cards. (Please note we offer credit/debit card facilities.) There is no charge for display space. It’s fine if you simply want to exhibit.
* We will provide display boards and tables, and cards for you to attach next to your work. **Please note that display boards are 8’ x 4’ (either vertical or horizontal) and each artist will be allocated up to ONE board each. Demand this year is again expected to be high, so in some cases, artists may be asked to share a board**. If you are not able to attend, we staff a sales desk and ensure you receive any proceeds, less 10%. We will use bank transfer for all payments.
* As a popular feature again this year, we would welcome artist/craftspeople who can offer **demonstrations or workshops**, which visitors can book onto in advance to try their hands at a variety of art/craft forms. Please let us know on your reservation form. These sessions will be advertised on all publicity.
* The exhibition will be promoted through The Herald, The Way, Cumbria Life, Warcop Parish Hall’s website [www.warcopparishhall.co.uk](http://www.warcopparishhall.co.uk) Facebook, local art groups, TICs and by flyers placed in local hotels/B&Bs/caravan parks etc to target visitors to the area. Visitors pay an entry fee with further refreshments on sale. We organise competitions/raffles for all visitors. **The donation of a piece of your art/craft work for the raffle would be very much appreciated as this makes our raffle very creative and distinctive!.**
* If you have any videos of you at work or still photos you’d like us to project on a screen during the exhibition, please let us know and we will arrange for this to be included in a slide show for our visitors to watch.
* To reserve your space, please tell us your requirements by filling in the form overleaf and then return it by post or email. If you have any further questions, or if we can be of any more help, please contact me by phone or email. (Telephone 017683 41390 or 0780 708 5513.)
* Insurance: on advice from our insurers, exhibitors must either take out their own insurance or display and store their work at their own risk.
* **Deadline for return of this form is: Friday 14th March 2025 PTO**

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| **Your Name** |  |
| **Contact phone number(s)** |  |
| **Contact email** |  |
| **Art/Craft medium/media to be exhibited** |  |
| **Please give a brief description of your work(s)** |  |
| **Would you be interested in running a demonstration/workshop to allow people to experience your art/craft? (Approx. 60 mins in Meeting Room or outside if fine?) We would really like to run a workshop for children too. Please give full details and let me know by Friday 14th March at the latest.** |  |
| **Do you wish to attend all 3 days? If not, please state when you will attend the exhibition.** |  |
| **Space required: Display boards are 8’x 4’, both horizontal and vertical. State area required or number of pieces on display and sizes. (Space is EXTREMELY limited so a maximum ONE board per artist and subject to the number of artists.) Please state vertical or horizontal preference and whether you’d be prepared to share space.** |  |
| **Table required? Large (6’x3’) or small tables (4’x 3’) Please state which. What will you display on the table?** |  |
| **Will you be selling your work? (Yes/No) If yes, there will be a 10% commission to go to Warcop Parish Hall.** |  |
| **Will you be selling cards? (Yes/No) If yes, 10% commission per card.** |  |
| **Raffle prize donation? We would really appreciate it if you could donate a piece of your art or craft work for our raffle. Please give details.** |  |
| **Do you have any videos of you or your work or still photos that you would like us to project on screen as part of a video loop? Please give details.** |  |
| **Any other requirements or information:** |  |

Please return this completed form to **David Keetley** via email to [keetleyjd@sky.com](mailto:keetleyjd@sky.com) or post to Stonehaven, Tower Court, Warcop, Cumbria, CA16 6NL **by Friday, 14th March 2025**, after which board/table allocations will take place.