

# 2019 WINTER SHOW & SALE INFORMATION



torontopotter

## APPLICATION DEADLINES:

Early Bird - June 1<sup>st</sup>, 2019

Regular - September 24<sup>th</sup>, 2019

All Sale Applicants must be a current Member in good standing. Visit [TorontoPotters.com](http://TorontoPotters.com) to purchase or renew your membership.

### Send Sale Application, Shift Sign Up & Payment to:

Toronto Potters c/o Susan Card,  
257 Riverside Drive, Toronto, ON M6S 4A8

**Early Bird Application Deadline - June 1<sup>st</sup>, 2019**

**Regular Application Deadline - September 24<sup>th</sup>, 2019**

#### EARLY BIRD APPLICATION FEE:

2 Tables - \$ 195

1 Table - \$ 130

Pedestal- \$ 50

#### REGULAR: APPLICATION FEE:

2 Tables - \$ 230

1 Table - \$ 165

Pedestal- \$55

**EVENT LOCATION:** Toronto Botanical Gardens, 777 Lawrence Ave. East, (Lawrence Ave. at Leslie St.) Toronto, M3C 1P2

**PARKING and LOADING:** Free on site parking. Level load-in is available through the parking lot and main building entrance.

**DATE & TIMES:** **Load In:** Thursday November 14<sup>th</sup> 6pm-9pm or Friday November 15<sup>th</sup> 9am-11am

**Show & Sale:** Friday November 15<sup>th</sup> 2:00pm - 9:00pm, Saturday November 16<sup>th</sup> 9am-6pm, Sunday November 17<sup>th</sup> 9am-4pm.

**TABLE SIZES:** Tables are approximately 8' x 2.5'. Pedestal tables are approximately 2' diameter rounds. Base table coverings (grey or black) are provided.

**DISPLAY REQUIREMENTS:** All displays must be set on tables supplied. There is a height limit of **3 FEET** from the top of the table to top of highest item. Solid backed displays may be used on tables located against walls or for groups of back-to-back tables. Please request **SOLID BACK DISPLAY** on sale application.

**PRE-PRINTED CODED PRICE TAGS:** All participants will be assigned a unique sales code and will be provided with pre-printed price tags that are mandatory for use on all items brought to the sale. You can pre-order the amount of price tags required (80, 160, 240 or 320) and they can be picked up in person at the October meeting.

**WORK SHIFTS:** All participants are required to work 3 or 4 shifts for each table or pedestal booked. Please indicate your availability for shifts **on the entry form**. Indicate **at least 4 possible jobs** and at least **6 possible work shifts** for scheduling.

**COMMISSION:** Toronto Potters takes a commission of **20% on all sales**. Proceeds are used to cover event expenses.

**ADVERTISING:** A professionally designed printable digital e-flyer for advertizing via email and on social media will be available to share with your community, customers, friends and family. All participants are expected to promote and share event.

**ANY QUESTIONS?** Please Contact: Natalie Waddell -- Phone: 416-835-4634 or Email: [info@claygirl.ca](mailto:info@claygirl.ca)