

Dear Members,

Wool Room Applications are now being considered for the Artisans Sale.

The location and dates for this year's sale are:

- West Langley Community Hall (9400 - 208 Street, Langley)
- Saturday, November 6th, and Sunday, November 7th

We appreciate all those who have participated in the past and hope you will apply for a space again this year. You must be a LWSG member in good standing to be eligible. If you have any questions, please contact one Dale or Jeff at fun@fibresplus.com

There will be a high demand for wool room tables and there is limited space. Applications will be accepted on a first come, first served basis. The executive will make any final decisions.

The table fees for Guild members in the Wool Room during the show this year are as follows:

- | | | |
|--|----------------|------------------|
| - Registered Businesses: | 1 Table (\$75) | 2 Tables (\$125) |
| - Personal, Unregistered Businesses, Farm Sales: | 1 Table (\$45) | 2 Tables (\$75) |

In addition to this letter, there are three other attachments:

- Wool Room Standards
- Wool Room Application Form
- Wool Room Waiver

When applying, please note that the sale runs 2 days and **you** are responsible for **your table** both days.

Please return the Application Form to Dale Friend or Jeff Birch, either by email or post. It must be received by Sept 3.

There is space for 6 vendors – you will be informed by **Sept 5** if you have been accepted. Once you have been informed of your participation you will be required to do the following:

- Sign a Waiver Form
- Pay your table fee.

Your table fee is due by or before **October 15**.

SPACE & TABLE COST:

A chair will be provided with each table. Your allocated space will be approx. 6 ft x 2 ft. which will be taped off. **If your display is wider than the space provided then you must downsize to accommodate or use our table provided.**

DISPLAYS:

For those with displays along the back and sides of the room you may increase the height of your display, (no wider than the taped off area). You may also wish to bring extension cords and extra lighting too, as these will not be provided.

SIGNAGE:

We are pleased to advertise your business. Please ensure your business signs are no larger than 18" x 36". The sign must attach to your display or sit on your table. Please do not hang it on the walls behind you. If you are unsure about the size of your sign please contact us. You are welcome to have your business cards on the Guild information table.

SETUP:

Setup will be Friday evening, and **must be completed before the sale starts** on Saturday.

TAKE DOWN:

Once the Artisan Sale Coordinator announces all guests have left the hall on the last day of the sale, take down may begin. **Wool Room vendors are responsible for cleaning up their area** at the end of the sale on Sunday.

JURY:

A Jury committee member will review your displays to ensure your products in your display follow the Standards of the Wool Room. Please be aware that the Guild reserves the right to have Wool Room vendors remove items from their display that may conflict with items on the floor. Please remember that no commercially created items may be sold in the Wool Room. Handmade items may be displayed only to show the use of your product. They must have a NFS (not-for-sale) sign and no price on them.

If you have any questions or concerns please contact Dale or Jeff, your Wool Room Coordinators.

Dale Friend or Jeff Birch
PO Box 381
Maple Ridge, BC
V2X 8K9

phone: (604) 467-1178
e-mail: fun@fibresplus.com

Sincerely, Dale and Jeff