**The New Art Gallery Walsall**

**Local Makers’ Market 2018**

Yuletide,

We are looking for fantastic designer-makers and artists to apply to take part in The New Art Gallery Walsall’s 2018 Local Makers’ Market. Celebrating the wealth of talent in the region, and offering Christmas shoppers the chance to buy local, The Gallery will be hosting local makers during the two day Festive Market this December 1st & 2nd.

We are looking for applications from a range of creative disciplines including, painting, sculpture, jewellery, photography, lighting, textiles, stone carving, fashion, glass and more.

If you already sell your products or are looking for the perfect opportunity to launch yourself into the creative market, we want to hear from you.

**We are also looking for stallholders open to demonstrating their work during the market on Sunday 2nd December; please add details of your ideas within the form below.**

**LOCAL MAKERS’ MARKET 2018 INFORMATION**

The Makers’ Market will take place on Saturday 1st (11am-5pm) & Sunday 2nd (12-4pm) December 2018.

Stalls priced at £20 for the two day weekend. Stalls are not available for individual days.

A stall space is approximately 240cm x 220cm footprint, containing 1 x table (160cm x 80cm) and 2 x chairs. Please note, we do not provide table covers, please consider this in your planning.

The price includes: your space, your name & image added to our website, a chance to be featured on our market blog and the chance to have your image chosen to be on our promotional flyer.

We do not accept sharing of stalls by two artists creating separate work – please apply separately. We expect stands to be manned by the applicants at all times during the event.

Electricity can be provided for some stall holders upon request, but is not available as standard. Stalls are priced to cover operating and administration costs.

**LOCAL MAKERS’ MARKET 2018 APPLICATION FORM**

|  |  |
| --- | --- |
| CONTACT NAME |  |
| BUSINESS NAME  |  |
| CONTACT ADDRESS |  |
| POSTCODE |  |
| TEL  |  |
| EMAIL |  |

|  |
| --- |
| **STALL DESCRIPTION** **Please detail the product lines you intend to sell and the sale price range:**eg. Handmade wax candles - small (£8-£10), large (£10-£15)**Please describe any product inspirations, materials/techniques used:****Please tell us a bit about you; your making/crafting passions and your future ambitions for your practice:** |

|  |  |
| --- | --- |
| WEB ADDRESS |  |
| FACEBOOK |  |
| TWITTER |  |
| INSTAGRAM |  |

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| --- |
| Please tell us if you have any special requirements or require electricity:Please let us know here if you would like to demonstrate your practice during the event, and how you would do this: |

Please return the following documentation with your application (please ensure emails are 20MB or less):

* 2 x photographs of merchandise (High Resolution. No more than 2MB per image)
* Copy of public liability insurance (minimum £5million) [an example of this can be purchased from <https://www.a-n.co.uk/register-artist>]
* Food hygiene certificates (if applicable)
* Completed and signed application form

**PLEASE NOTE**

**Applications**

Applications will be considered on quality, pricing and variety to ensure we avoid duplication of stalls. The New Art Gallery Walsall is not obliged to accept any applications submitted and will make every effort to take applicant preference into consideration but can make no guarantee and alternatives may be offered.

Applicants will be advised in writing (by email or letter) if they have been successful and will be sent an information pack including travel and parking recommendations & contact details. The last date for applications to be received will be Thursday 1st November 2018. We will notify successful applicants by Saturday 3rd November at the latest.

Stall fees are non-refundable, successful applicants are required to pay stall fees in advance. The last day to pay will be Tuesday 13th November 2018

**Insurance/Indemnity**

The stall holder should provide evidence of adequate public liability insurance. Stall holders are liable for all claims arising from the conduct of their services/unit and shall indemnify The New Art Gallery Walsall against any third party claims arising as a result.

**Trading Hours**

Trading commences from 11am on Saturday and 12pm on Sunday. The Market will close at 5pm on Saturday and 4pm on Sunday, trading should cease at this time.

|  |  |
| --- | --- |
| SIGNATURE |  |
| DATE |  |

Please complete and return by Thursday 1st November 2018, 5pm with all documentation to both catherine.james@walsall.gov.uk **&** gemma.cornish@walsall.gov.uk

or by post to **FAO Market Team, The New Art Gallery Walsall, Walsall, West Midlands, WS2 8LG**

T&C’s:

* Whilst The New Art Gallery Walsall has full time building security systems in place, all products left overnight on stalls are done so at the stall holder's own risk. The Gallery will not be held responsible for any loss or damages.
* The New Art Gallery Walsall has the right to refuse the sale of products on the day of the market that have not been disclosed in this application.
* No candles, naked flames or incense can be lit on site.