

TOWN HALL \ Hebden Bridge

Print Fair Application: 13th – 14th September 2019

Contact information

Name:

Email:

Contact telephone number inc. mobile:

Address:

Your stall

Company/ Brand/ Artist name:

What kind of printmaking do you do?

We try to accommodate trader's requirements (access to plug socket, solid rear wall etc) where possible although this can't be guaranteed. Please advise of any preferences:

Your work

Please briefly describe your work:

Can you provide works to exhibit as part of the print exhibition? (more info overleaf):

Please attach up to 4 photos of your work (max 1mb each image) and provide us with the following as applicable:

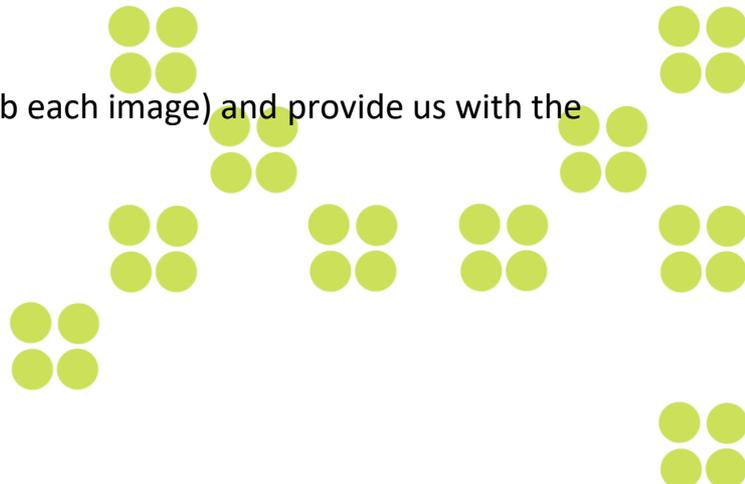
Website address:

Instagram:

Twitter:



Facebook:



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Stall information

The 5th Hebden Bridge Print Fair will take place in the Waterfront Hall at Hebden Bridge Town Hall **13th – 14th September 2019**. The event aims to celebrate the wealth of printmaking talent in the UK of all forms - from screen printing and etching to linocuts and risographs.

For the first time, this year we are holding a one-and-a-half day fair consisting of a preview event on the Friday night, and a full trade day on the Saturday. The Friday evening is a 'first view' opportunity, to generate sales and give customers a chance to browse. We hope to launch the fair with this celebratory evening. There will be a bar and refreshments available.

The Saturday will remain largely unchanged - a family-friendly day of trade with the added bonus that stalls will already be set up.

Fri 13th - Stall holders can install from 3pm, trading runs 6pm – 9:00pm, with bar available.

Sat 14th - event runs 10am – 5pm, with full café available (until c.3:30pm).

Stalls can remain in situ overnight Friday – Saturday.

The cost of having a stall at the Print Fair is £50 in total, and it is a requirement that all stall holders who take up the offer of a stand attend both the Friday and Saturday events.

'A stall' is a standard table (1.5m x 0.75m) and two chairs which we provide. If you bring your own table please ensure that your stall does not exceed the space taken up by a standard table. If you intend to provide your own table do let us know, as this helps with set arrangements. Items can be attached to the walls using white tack (only), but please feel free to bring your own stands, table covers or other stall supports etc. as these are not provided.

The Town Hall will open at 3pm for install on Fri 13th September, and stallholders are required to vacate the Waterfront Hall by 6pm on Sat 14th. Please note that the Town Hall does not have parking, but there is a pay and display car park directly opposite.

Applications for stallholders are now open until (and inclusive of) Fri 31st May. Stall allocations will be made to ensure a variety of high-quality work, a mix of prices and plenty of inspiration. All successful applications will be notified within one month of the closing date. If your application is successful, you will be required to pay the stall fee of £50 by 15th July. Fee invoices will be sent via email to the address on your application. If payment has not been received by 15th July, your place will be released and offered to the next person on the reserve list.

To apply for a stall please fill out page 1 of this form and return to Ebony Andrews at: events@hebdenbridgetownhall.org.uk.

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Print Fair Exhibition

As part of the Print Fair event, the Town Hall will also be hosting an exhibition throughout the café and reception space from **Tues 2nd – 30th September**, (roughly 2 weeks before and 2 weeks after the Print Fair).

Successful stallholder applicants will be invited to participate in the exhibition and are invited to submit pieces of their print work to display. The idea of the exhibition is to generate interest before the Print Fair, and to act as a legacy and further sales opportunity after the event itself.

We would love to feature works from all stall holders in the exhibition. Work can be delivered to the Town Hall on either Friday 31st August or Monday 3th September (by 12noon at the latest). Let us know on your application if you would like to be part of this showcase.

The Town Hall manages all exhibition sales, and all sold works will attract a 25% commission payable to the Town Hall Community Association. Details of mounting and hanging requirements will be issued to successful applicants participating in the print fair in due course.

Stallholder & Exhibitor Agreement

By applying to take part in the Hebden Bridge Print Fair you are agreeing to the following:

- Stallholders will exhibit at their own risk, and the organisers cannot accept liability for any loss of and / or damage to any property.
- Refunds for stalls will not be given without 4 weeks' notice prior to the event. No refunds will be given after this time under any circumstances.
- Stallholders must make sure they do not permanently mark or damage their allocated space or any part of the Town Hall. If you are planning on putting anything on the walls, you may use white tack only.
- Stallholders agree to the organisers taking photos of the event for documentation and promotion. Where possible stallholders will be credited.
- Stallholders are responsible for their own Tax and National Insurance arrangements.
- Stallholders participating in the exhibition agree to the Town Hall managing all sales, and to pay a 25% commission on all sales to Hebden Bridge Community Association.
- Please note that following application, if your work is accepted for a stall, any images you send with your application may be used in marketing and /or promotion of the print fair online or elsewhere. Please only send images you are happy to have shared. We want to help promote your work and the event.

We look forward to receiving your applications!