



Landmark Arts Centre Ferry Road, Teddington TW11 9NN tel 020 8977 7558

In House Quality Crafts & Gourmet Foods 2008

Saturday 22nd 12-5pm

Sunday 23rd November 10-4pm

“Promoting the Individual”

The Landmark will again be hosting **In House**, bringing together individual designers and makers from across the country. There will also be a separate area dedicated to gourmet foods.

We will open between **12-1pm on Saturday 22nd for invited guests only**. Guests will include Landmark members, volunteers and exhibitors guests maximum of 10 tickets per exhibitor.

Public opening times will be: 1-5pm Saturday 22nd and 10-4pm Sunday 23rd

Setting up will take place on Saturday 22nd from 8.30am for opening at 12pm.

There will be an option to set up on the Friday afternoon.

Individual designers and makers only. If in doubt please call us.

All fine art is excluded as we run separate Art Fairs in June and October.

Publicity:

Will include 20,000 of our own glossy Events leaflet, 20,000 flyers, posters, paid advertising, national and local listings, mailing listings, RAC sign posting, Web site listings, posting and banners in the local vicinity.

Caf'e

Hot and cold lunches, snacks, drinks, and a licensed bar available. The café will be run by volunteers of the Landmark Arts Centre, with all profits going directly to support the upkeep of this unique Grade II* listed building.

To apply, please complete enclosed form page 5- do not include your cheque until we have contacted you to confirm stand booked. Please state choice of stand giving 1st 2nd and 3rd choice. All applicants will be contacted within one week of application to confirm if you have been successful.

In House Quality Craft and Gourmet Foods 2008

Complete and post with your cheque when your stand has been confirmed.

Each stand will be individually lit with 150w halogen light.
Each stand will be provided with 1 chair (additional chair on request)

Please complete the following :
We cannot provide additional requirements on the day.

Name

Additional Electrical socket requirement cost £5.00.....

Please advise additional lighting you will be supplying

Lighting

Wattage

(The venue reserves the right to refuse lighting that does not conform to current testing regulations) Priority will be given to Jewellery and glass.

Tables required (size 6x 2ft 6in) (3ft9inx2ft) £5.00

(You can supply your own table within designated space)

Preferred set-up time:

Friday afternoon 21st between 1-6pm

Saturday November 22nd 8.30am

9.30am10.am

Stand booked **Price**

Total cheque value enclosed

Send this form with your cheque when your stand number is confirmed to: Barbara Robertson

Cheques made out to Landmark Arts Centre

In House

Landmark Arts Centre

Ferry Road

Teddington

TW11 9NN

Email:Barbara@landmarkartscentre.org Telephone: 020 8977 7558

In House Quality Crafts and Gourmet foods 2008

Stand information

All panels are grey polyweave fabric, which will take Velcro fastening. Top hanging is also possible with hooks or with an alternative visually acceptable product. Fabric can be used to cover the screens. Drawing pins can also be used. Screens are 2.5cm thick

Nails, blue-tak or other similar adhesives ARE NOT PERMITTED as they will damage the surface of the screens.

SCREEN DIMENSIONS

Stands 1 to 20 consist of 4 panels, two at the back and one each side. Each panel is 2000x1000mm (6ftx3ft) with the exception of corner stand numbers 6 and 8 which have 3 panels (as shown on plan).

Stand price £ 95.00 inclusive

Stand numbers 21 to 31 plus.35.and 36 and 39 to 50 plus 53 and 54 and 56 to 59 consist of 4 panels, two at the back and one each side. Each panel is 2400x1200mm(8ft x 4ft) with the exception of corner stand numbers .21.22.27.28. and 56 and 59 which have 3 panels(see plan).

Stand Price £130.00 inclusive

Stands 34 and 37 plus 52and 55 consist of 2 panels, one at the back and one at the side(see plan) Each panel is 2400x1200mm (8ft x 4ft)

Stand price £65.00 inclusive

Stands 32 and 33 plus 50 and 51 consist of 4 panels. Three at the back and one at the end. Each panel is 2400x1200mm (12ft x 4ft) giving additional floor space.

Stand Price £194.00 inclusive

GOURMET FOOD AREA staged area and to the side see plan

Stand letter A consists of two panels at the back 2400x1200 (8ftx4ft) two panels each side 2000x1000 (6ftx3ft)

Stand price £95.00 inclusive

Stand letters B.C.D.E. consist of 4 panels two at the back and one each side.

Each panel is 2400x1200mm (8ft x 4ft) with the exception of stands C and E which consist of 3 panels (see plan)

Stand price £126.00 inclusive

Stands F,G,H,K consist of 4 panels, two at the back one each side. Each panel is 2000 x 1000mm (6ft x 3ft)

Stand price £90.00 inclusive

Stands I and J either side on stage area have fixed back panels 8ft high with a total length of 12ft (see plan)

Stand price £142.00 inclusive

Please see booking form to book a table or additional power point. Each stand will be provided with 150w halogen light and the area has good natural light. Chairs will be provided.

Saturday 22nd Sunday 23rd November 2008

Booking Form

Please use Block Capitals

NAME

Stand name if different from above

ADDRESS.....

.....

POST CODE

TELEPHONE (H) W/M.....

Description of work to be shown(must be your own work)

Description in brief for Brochure maximum

State recent Exhibitions/Fairs.CV. Include any useful publicity material.

Please tick the one type of work you will be showing:

Ceramics

Textiles

Metal work

Glass

Jewellery

Gourmet Foods (specify)

Wood

Other

Stand: 1st choice

2nd choice

3rd choice

Please enclose Disc/examples of recent work .

**You will be contacted on receipt of your application to confirm if you have been successful.
Send to: Landmark Arts Centre , Ferry Rd , Teddington TW11 9NN
Contact: Barbara Robertson 020 8977 7558**