

# MOUNTAIN SPINNERS AND WEAVERS GUILD HOLIDAY SHOW AND SALE INSTRUCTIONS

The Holiday Show and Sale is an annual event held in conjunction with the Prescott Area Woodturners at the Prescott Armory on 824 East Gurley Street. There is no admission charge for this event.

## PURPOSE AND ELIGIBILITY

This show provides a venue for the Mountain Spinners & Weavers Guild (MSWG) members only to sell their work, to raise funds for Guild programming and to attract new members. As a public event the show also acquaints the public with the fiber arts through demonstrations and exhibited work. Members do not pay an entry fee but must have paid their annual dues by the deadline of October 31 of the current year. Members participating in the sale are expected to help with the preparations for the sale and/or work at the event itself. Guild cashiers handle sale transactions and members later receive a check for their sold work minus a 15% commission to the Guild.

## ENTRIES

There is no limit to the number of items submitted as long as they are fiber-related crafts that have been spun, woven, knitted, felted, crocheted or the like. No commercially produced items are allowed. Unsold pieces from previous sales may be entered again. The MSWG supports the widest interpretation of fiber arts while maintaining the highest standards of originality, creativity and craftsmanship.

**Customers like choices.** The Holiday Show and Sale reflects a wide range of products and price points. The more items displayed the more likely a successful show. Suggested categories include:

- Clothing: handwoven and sewn, such as jackets, vests, tops, shawls and wraps, sweaters, scarves, aprons, gloves and mittens, purses and bags
- Jewelry: earrings, bracelets and necklaces (Jewelry must be woven.)
- Special Categories: men's gifts (scarves, computer bags), baby items (clothes, hats, blankets, bibs, toys, dolls and doll clothes), pet accessories (leashes, dog or cat sweaters)
- Household: towels, washcloths, bread-basket cloths, place mats, table runners, rugs, baskets
- Gifts: bookmarks, cards, ornaments, felted soaps, gifts for fiber artists (pincushions, needle cases, sewing kits)
- Fiber, Yarns and Tools: Handspun and/or dyed yarns, roving from members' animals (may be commercially prepared), handmade spinning or weaving tools (spindles, yarn wrapping tools, etc.)

## CONTACTS

To volunteer, email [info@mtnspinweave.org](mailto:info@mtnspinweave.org) with your name and contact information using the subject line: Holiday Show & Sale. You may also contact the current chair of this event.

## TAKE-IN OF SALE ITEMS

All items for sale must be washed to full the fibers, tagged according to the Guild's expectations and ready for display. Guidelines for the same can be found on the website in the document "Guidelines for Fiber Articles at MSWG Events".

If a member is unable to make the scheduled take-in date, arrangements should be made with a friend to deliver her/his work or the current chairperson should be contacted to make other arrangements ahead of time. **All items must be delivered to one of the two drop-off sites at the prescribed time.** Items will not be accepted the day of the sale.

## TAGS, FORMS AND PRICING

This information is found in the document "Guidelines for Fiber Articles at MSWG Events" on the Guild website.

## CHECK-OUT OF UNSOLD ITEMS

It is the responsibility of each weaver to collect all her/his unsold items and bring them with the duplicate inventory sheet to the check-out table at the end of the show. Workers will be ready to receive weavers for check-out at 4:15 pm. Any weaver who cannot collect her/his unsold work must make arrangements with someone ahead of time to do so.

## ADDED ATTRACTIONS: RAFFLES, DEMONSTRATIONS, INFORMAL MODELING

- **Raffle Baskets:** Money made from the raffle baskets goes into the Guild's general fund for the benefit of all members. The baskets are filled with member donations and are organized by themes such as items for the kitchen, baby, bath and spa, "Keeping Warm", "Glitz and Glam", yarn, gifts for men and so on. \ **Donations are essential.** Donations can be given to the volunteer in charge of the raffle baskets at Guild meetings or dropped off at the Fiber Creek shop, 1046 Willow Creek Road, Suite 123.
- **Demonstrations:** Weaving and spinning demonstrations may be located outdoors or indoors depending on the weather and decisions made by the volunteers in charge of the show for a particular year.
- **Informal Modeling:** Garments sell well when customers can see them on models. Models should wear neutral, solid color outfits to showcase the clothing or jewelry they are modeling. Models should make sure that the tags on the clothing are visible so customers know the article is for sale and they should change what they are modeling frequently in fairness to all Guild artists.
- **It is a Guild Show!** No member is allowed to monopolize an area with only her/his own work. This is a Guild event and all members are equal.

## **PUBLICITY**

A one-day event is dependent on good publicity to hit the target market. In addition to radio and newspaper ads, flyers advertizing the sale are distributed as widely as possible. Members help themselves, as well as the Guild, when they publicize the sale to friends, neighbors, co-workers and fiber lovers. The approved flyer is downloaded on the Guild website so that member can make more copies or email the flyer as an attachment to friends and family members.

## **DISPLAY & SET-UP, PARKING & LUNCH**

Anyone who can provide display racks, props or mirrors should contact one of the sale's chairpersons to find out when to bring the items; this could be the evening before the sale or the morning of the sale, usually at 7:30 am. Items should be labeled with the owner's name.

## **VOLUNTEER**

The Guild needs and expects your help in order to have an orderly, enjoyable and profitable sale!