

Annual Artisan Gift Shop 2021 Guidelines

Event

The Oxford Arts Alliance Artisan Gift Shop (AGS) showcases unique, handcrafted items selected from local Artisans. Our annual holiday shopping event draws customers from the tri-state area who look for one-of-a-kind gifts. The Artisan Gift Shop will be located in our Main Gallery (38 S. Third St, Oxford PA, 19363).

Entry Fee

A \$15 non-refundable entry fee aids the Oxford Arts Alliance in the growth of the Annual Artisan Gift Shop to ensure its basic operations, quality of Artisan craftsmanship, and overall performance are held to a high standard.

Jury Process

All items will be critiqued by a panel of craftspeople and artists. This jury will serve as the final authority on eligibility. Careful consideration will be made based on quality, profitability, uniqueness, and category balance. Our goal is to offer customers the widest selection of quality hand-made products within a wide range of price points.

The jury is responsible to select the Artisans. The Oxford Arts Alliance reserves the right to decide when and where your wares will be available for sale. The Oxford Arts Alliance reserves the right to decline any wares that were not submitted in the application and anything over five feet in length or width. As the artisan, your responsibility is to provide a table and display, as well as set up and take down your display during the allotted times available.

Questions

Caitlin Daugherty, Art Director, at art@oxfordart.org or 610-467-0301

NOTE: We ask that everyone follow CDC and Chester County Health Department recommendations for mask wearing and social distancing.

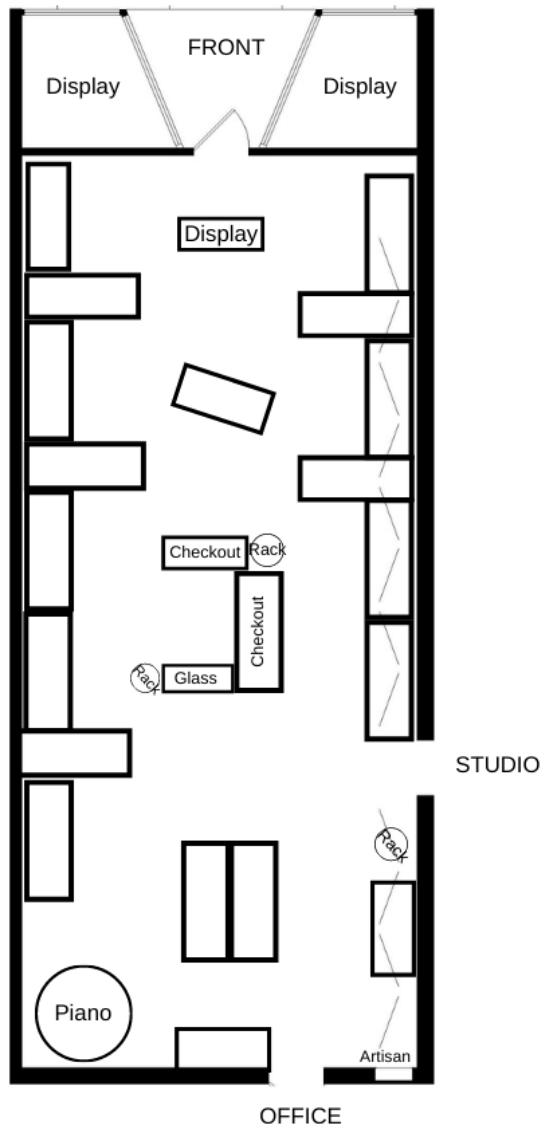
2021 Guidelines

- 1) The Artisan Gift Shop will be held from November 19th to December 18th.
 - a) Our hours:
 - i) Wednesday through Friday 10 am to 8 pm
 - ii) Saturday 10 am to 6 pm
 - iii) Small Business Saturday, November 27th, 10 am to 8 pm

- 2) Our Artisan Gift Shop will have the selected vendors up throughout the entirety of our gift shop while practicing safe social distancing during the pandemic.
 - a) Placement of vendors during the Artisan Gift Shop will be chosen after the juried process to create a dynamic atmosphere in the gallery.
 - b) Selected artisans will be advertised on social media leading up to and during the Artisan Gift Shop, including availability, pictures, descriptions, and contact information/links.
 - c) Artisans are to set up their displays Tuesday-Thursday November 16th-November 18th from 10 am to 4 pm and take down their displays Tuesday-Thursday December 21st-December 23rd 10 am to 4 pm.
 - d) Artisans will have the wall space behind their table along with the space around their table to set up their wares. Grids, shelves, and other accessories are permitted to use within their space restrictions. Artisans with tables in the middle are welcome to use available wall space for additional wares.
 - e) We ask that everyone follow CDC and Chester County Health Department recommendations for mask wearing and social distancing. Should that mean that masks are required indoors, we will ensure that all artisans, patrons, and staff follow the guidelines.
 - f) Artisans will not be required nor asked to volunteer for checkout this year.

Standard Guidelines

- 1) You must be a member of the Oxford Arts Alliance.
 - a. If you are not currently a member, you will be able to join when your work is accepted.
- 2) Works should be made by hand or with the use of appropriate tools and demonstrate imagination as well as the mark of the maker's individuality.
- 3) Each item must be created within the last two calendar years.
- 4) Paintings and photography may be originals and/or prints.
- 5) Inventory requirements with an example will be sent to you once you are selected.
 - a. Artisans are asked to put their initials in front of their SKU for each item to easily identify Artisans during the checkout process



Timeline

- September 1: Call for Artists posted on the website, social media, and email
- October 1: Deadline for applications: oxfordart.org/call-for-artists
- October 15: Notification of acceptance and rejection sent to applicants with inventory guidelines attached
- October 19: Begin published advertising of participating artisans
- November 16-18: Set up of Artisan Gift Shop 10 am to 4 pm
- **November 19: First Day of Artisan Gift Shop**
- November 25: Happy Thanksgiving! We're closed
- **November 26: Artisan Gift Shop is closed**
- November 27: Small Business Saturday 10 am to 8 pm
- **December 18: Final Day of Artisan Gift Shop**
- December 21-23: Take down Artisan Gift Shop 10 am to 4 pm
- December 25: Merry Christmas!
- The Oxford Arts Alliance will be closed December 24-January 3

Sales and Agreement

- 1) OxAA will collect a 30% fee on all sales for services rendered.
- 2) The Gallery is monitored by a security system.
- 3) Artwork not picked up within 30 days after pickup date becomes property of the OxAA.
- 4) Although we handle everything with care, OxAA assumes no responsibility for any damage or loss.

Thank you! We are looking forward to our Artisan Gift Shop being a success!

Please Note: Submission of work to the Artisan Gift Shop will constitute an agreement to comply with all the rules, conditions, and requirements listed on the above guidelines. The Oxford Arts Alliance and the jury reserves the right to reject any work. Artisans must agree with the Sales and Agreement clause found in our guidelines and failure to do so before set up will result in termination of accepted entry. **A \$15 non-refundable entry fee aids the Oxford Arts Alliance in the growth of the Annual Artisan Gift Shop to ensure its basic operations, quality of Artisan craftsmanship, and overall performance are held to a high standard. It is a requirement to become an Oxford Arts Alliance Member if accepted.**