2022 WESLEYAN POTTERS SPRING SALE

Saturday, May 7, 2022

**REGISTRATION INFORMATION & FORM**

PLEASE COMPLETE AND BRING THIS FORM WITH FULL PAYMENT (CASH OR CHECK) TO THE REGISTRATION TABLE ON THE DATES LISTED BELOW. If you cannot appear in person or send a substitute on registration day you may send it to: anniem41969@gmail.com after April 2 (members and staff), or after April 9 (students and faculty). Space, if still available, will only be granted after payment has also been received. Please contact Annamaria at the email listed to coordinate. *Registration forms will NOT be accepted prior to these dates****.***

**REGISTRATION SCHEDULE**

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| --- | --- |
| KEY MEMBERS & STAFF:  Saturday April 2, 2022, 8 am – 11 am | CURRENT STUDENTS & FACULTY:  Saturday, April 9, 2022, 8am – 11 am |

**GENERAL GUIDELINES & COMPLIANCE FOR EXHIBITORS**

* Only crafts taught at the Pottery may be exhibited.
* Space availability is on a first come basis.
* Exhibitors are expected to staff their table at all times. You may only rent one space.
* If a student does not have their own Tax ID they can use Wesleyan Potters sales tax permit; taxes must be paid in full at the end of the day. Further details will be provided upon registration.
* **Upon registration, Members, Staff and Faculty must provide a valid copy of a CT Dept. of Revenue Services Sales Tax Permit. Link:** [DRS: Applying for a Sales Tax Permit (Resale Number)](http://www.ct.gov/drs/cwp/view.asp?A=1477&Q=269928)
* This event is rain or shine! In the event of rain, tables will be set up inside.
* Please be aware that after setting up, you may not park on-site.

**NAME: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ PHONE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**ADDRESS: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**EMAIL: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**SELECTION & COMPLIANCE**

*Please check one table option below. Spaces will be assigned during registration.*

*\* Note that table sharing should be coordinated in advance for half table prices\**

\_\_\_Indoor Space #\_\_\_\_\_\_ \_\_\_Outdoor Space #\_\_\_\_\_\_

\_\_\_ Full 8’ space: $45 fee (bring own table) \_\_\_ Half space: $22.5 fee (bring own table)\*

\_\_ Full 8’ space: $55 fee with table rental \_\_\_ Half space: $27.5 fee with table rental\*

I will be exhibiting (please check one**):** \_\_ Pottery \_\_ Metalwork \_\_ Basketry \_\_ Weaving

[To be completed by Sale Committee: Table # \_\_\_\_\_\_\_\_\_ ]

\_\_ **I have a Sales Tax ID.** *You must provide a copy of your permit with your registration form.*

\_\_ **I am a current student and do not have a Tax ID.** *I agree to use the Wesleyan Potters Tax ID and calculation sheets. I will remit the appropriate sales tax to Wesleyan Potters at the end of the day on Sept 18th.*

\_\_ **Please,** **contact me if space becomes available**.