

## Wesleyan Potters Annual Sale Form

Please email this form and your Inventory-In Sheet(s) to [officemanager@wesleyanpotters.com](mailto:officemanager@wesleyanpotters.com) by **October 9, 2024**. For detailed submission instructions, please visit our website at <https://www.wesleyanpotters.com/opportunities/call-to-artists> and refer to the "Inventory In Instructions for OA" document.

Vendor Code

Name

Address

City

State

Zip

Business Name

Phone

Email

Instagram:

My inventory numbers start with **24501** and ends with

Total number of inventory pages (including this one)

*We love to promote all of the craftspeople who participate in this show and to advertise the amazing variety of crafts in the Sale. To help us do this, please send a couple of jpeg images and any publicity material (short bio or description of your process, what inspires you to create, selling points like awards won or noteworthy achievements).*

*For social media: 72 dpi digital images work best. For printed materials, send high resolution (300 dpi) images. Please name your image files "your name\_item\_media used" example: "Jane Doe\_cherry vase\_WOOD"*

Comments:

After the Sale is over, the preferred method of return:      UPS                      MAIL                      PICK UP

Do you want to insure the return package?      YES                      NO

### Gallery Shop at Wesleyan Potters Permission?

The Gallery Shop at Wesleyan Potters is a smaller retail space open year round. We would like your permission to select an assortment of items from your unsold inventory at the end of the Annual Sale for inclusion in the Gallery Shop. The commission rate is the same in the Gallery Shop: 40%.

Yes, you have permission to select pieces for the Gallery Shop. Note: the amount of work selected for the Gallery Shop may or may NOT be the entire remaining pieces from the Annual Sale as our storage and floor space is limited. You may still have work to be picked up or shipped after the Annual Sale.

No, please return all of my work at the end of the Sale.