



**Mother of All Pottery Sales  
Artist Application and Agreement**

**Important Dates:**

**MOAPS: Sunday, April 14, 2019 from 10:00 am – 5:00 pm**

**Application Deadline: Friday, January 25, 2019**

**Notifications Made: Friday, February 8, 2019**

**Booth Fee, \$115.00 Due: March 1, 2019**

Union Project is thrilled to announce our fifth annual Mother of all Pottery Sales. This event celebrates ceramics and brings together Pittsburgh region ceramic artists. Ceramic artists exhibit and sell their work - while a nationally celebrated ceramic artist demonstrates their unique work style and decorating techniques.

Union Project uses the arts to bridge gaps between communities. With the Mother of All Pottery Sales, we bring Pittsburgh's ceramics community, artists and patrons alike, together for a full day of meeting, mingling, selling, and sharing.

This free, all ages event will take place at Union Project on Sunday, April 14, 2019 from 10:00 am – 5:00 pm.

**Call for artists**

We are now accepting applications for sales artists. Artists will be selected based on availability of space, quality of work, and Union Project's commitment to curating a diverse, inclusive sale. Please contact Union Project at 412-363-4550 x243 or email our Ceramics Studio Coordinator, Jaclyn Harris at [jaclyn@unionproject.org](mailto:jaclyn@unionproject.org) with any special requests, questions, or concerns.

**Application instructions**

1. Fill out application form completely
2. Email the completed application form along with 5 high-res, JPEG, slide quality digital images of your ceramic work to Jaclyn Harris at [jaclyn@unionproject.org](mailto:jaclyn@unionproject.org) by 11:59 pm on January 25, 2019
3. Notifications will be made by the end of the day via email by February 8, 2019
4. At that time, selected artists will be asked to pay \$115.00 booth fee online or via check
5. Booth fees will be due by March 1, 2019

Sellers must handle their own sales, inventory, and applied sales tax.

**Event timeline**

|                        |                   |   |
|------------------------|-------------------|---|
| Sunday, April 14, 2019 | 7:30 - 9:30 am    | Artists arrive, load in, and set up               |
|                        | 10:00 am          | Doors open  |
|                        | 11:30 am/12:00 pm | Food trucks on site to vend                       |
|                        | 5:00 pm           | Event closes                                      |
|                        | 5:00 – 6:30 pm    | Artists pack up work, load out, and exit building |



**Mother of All Pottery Sales  
Artist Application and Agreement**

NAME: \_\_\_\_\_

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

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

PHONE: \_\_\_\_\_

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

WEBSITE: \_\_\_\_\_ SOCIAL MEDIA HANDLES: \_\_\_\_\_

150 WORD BIO AND BRIEF DESCRIPTION OF YOUR WORK:

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SOME OF THE FEEDBACK GATHERED AFTER MOAPS 2018 SUGGESTED THAT GUESTS WOULD LIKE MORE VARIETY AND NEW PRODUCTS FROM RETURNING ARTISTS. FOR MOAPS 2019, UNION PROJECT WOULD LIKE TO ENCOURAGE ARTISTS TO DEVELOP AND UNVEIL A NEW PRODUCT AT MOAPS.

WHAT KINDS OF NEW PRODUCTS WOULD YOU UNVEIL AT MOAPS?

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SET UP (select one):

I would like to set up my display on a six foot table provided by Union Project. I understand that all furniture, packaging, and goods are required to stay within a 6' x 6' area. All storage containers, boxes, or extra inventory also must be kept within the 6' x 6' area, or hidden under the provided table.

I would like to use my own display furniture and understand that all furniture, packaging, and goods are required to stay within a 6' x 6' area. All storage containers, boxes, or extra inventory also must be kept within the 6' x 6' area, or hidden under the provided table. I will submit a description and the measurements (HxWxD) for my furniture along with my application to be approved by Union Project.

Please share any additional accommodations or requests:

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Email the artist application form along with 5 high-res, slide quality digital images of your ceramic work to Jaclyn Harris at [jaclyn@unionproject.org](mailto:jaclyn@unionproject.org) by 11:59 pm on January 25, 2019.

connect • create • celebrate



Union Project is responsible for:

- Marketing and promoting this event through print materials, website, e-communications, press, and social media.
- Providing each selected artist with one six foot table and two chairs.
- Providing volunteers to assist artists with load in, load out, and bathroom breaks.
- Union Project is NOT responsible for any broken artwork.
- Union Project reserves the right to photograph work during the Mother of All Pottery Sale, and use photographs - or the artist's shared images - in both printed and electronic materials for publicity and promotion.

Participating artists are responsible for:

- Paying a booth fee of \$115.00 upon notification.
- Communicating any requests for additional display furniture to [jaclyn@unionproject.org](mailto:jaclyn@unionproject.org).
- Helping promote the event to their personal networks. (Union Project will provide a promotional toolkit to help you)
- Displaying work on either a six foot table or furniture provided by the artist and approved by Union Project. Any boxes, packing supplies, or other bits must be out of sight (either under their six foot table or in the artists' car).
- Accepting payments for items sold (meaning, bring your own cash boxes, card reader, etc.).
- Keeping their table fully stocked. (Expected attendance is  $\approx$  800, please plan accordingly).
- Staffing their table from 10:00 am – 5:00 pm to monitor, handle, and sell their work, as well as engage with guests.
- Packing up work and loading out of the Great Hall between 5:00 and 6:30 pm on Sunday, April 14.
- Submitting total amount of sales to Jaclyn Harris by the end of the MOAPS sale at 5:00 pm.

I have read the participation guidelines, timeline, and responsibilities, and if selected agree to adhere to them.

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_