**Guidelines for Artists/Vendors:**

* The goal is to showcase handcrafted merchandise and art works created locally as well as across Alabama and the region.
* Mass produced items are generally discouraged
* The displays will be placed on the main floor of the museum. Tables (rectangular 30x72 and round 40x40) and cloth table coverings will be provided. You can bring your own if you choose.
* Wall space is available to hang/display art works for sale. We will be making all galleries available to the holiday market.
* Display columns (12x12inches on top) are available to showcase sculptures, pottery and similar items, but you are welcome to bring displays you might need.
* Artists are required to ship/bring their items to the museum by November 11, 2016, preferably during museum opening hours.
* Artists are required to provide a written inventory and pricing sheet (preferably in electronic format) to the museum at time of delivery.
* Heritage Hall will take a 20% commission on all items sold and is required to charge 10% sales tax.
* Heritage Hall will track sales during the market. Checks with proceeds (minus commission and sales tax) will be mailed out to the artist/vendor by January 15, 2017
* The artist/vendor will need to pick up any remaining inventory by December 30, 2016. Exceptions can be made if required.

We will do our best to accommodate specific requirements and will be as flexible as possible if you need to bring items outside of museum opening hours or have special display requests.

If you have any questions, or would like to understand whether your merchandise will be a good fit for the holiday market, please contact Valerie White at the museum at 256-761-1364 or contact us at hhmuse@bellsouth.net

If you would like to familiarize yourself with Heritage Hall Museum, please come and visit us in person, or at heritagehallmuseum.org or facebook (Heritage Hall Talladega)

Artist Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Mailing Address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Description of Artwork/products:

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**PLEASE let us know by October 1, 2016,** if you want to participate. You can fill out the application and mail it to Heritage Hall, P.O. Box 1118, Talladega AL 35161, bring it by the museum in person, or email the information to hhmuse@bellsouth.net. THANK YOU!!!