

# 10<sup>th</sup> Annual Oklahoma Weaver's Weekend October 23<sup>th</sup>, 24<sup>th</sup>, and 25<sup>th</sup>, 2009 Hinton, Oklahoma

Greetings Instructors and Vendors:

The Basket Weavers Guild of Oklahoma is having their 10<sup>th</sup> Annual Weavers Weekend Retreat October 23<sup>th</sup>, 24<sup>th</sup>, & 25<sup>th</sup>, 2009 at the Canyon Camp and Conference Center near Hinton, Oklahoma. The camp is about 45 minutes west of Oklahoma City. Our retreat grows each year. Last year we had 13 instructors and 33 classes over the three days. This year we anticipate about 100 enthusiastic weavers. Classes for our retreat start on Friday at 5:00 p.m. and end at 3:00 p.m. on Sunday. We will offer short classes of 2-4 hours on Friday and Saturday evening. Saturday morning and afternoon we offer a number of 3-4 hour classes but also all day, 6-8 hour classes. Sunday will be 4-6 hour classes and have to be finished no later than 3:00 p.m.

We are seeking individuals who are interested in participating as instructors and/or vendors. Consider submitting your newest, most creative designs or other designs we have not seen recently in the Oklahoma area. If you are interested in submitting basket proposals, complete an application form for each class you wish to propose. Limit your proposals to no more than 6 and include a variety of class lengths. We will not review more than six proposals from any one instructor so submitting more will result in extras automatically being discarded at the committee's discretion. To be accepted to teach, instructors will be required to have two proposals accepted. There is a separate application on the website for instructor proposals and one for vendors who want a separate vending area.

Our retreat is held at a Christian Camp. Lodging facilities are camp style consisting of lodge rooms and bunk house cabins. We do not pay instructors, so price classes to cover your transportation and supplies. Instructor lodging for two nights and 4 meals are provided by the Guild. Vendor only lodging and meals are not covered by the guild. Extra people attending with instructors and vendors will have to pay for lodging and meals. Each instructor and vendor is asked to donate an item for our raffle/silent auction. We will have a pot-luck dinner on Friday evening that everyone is welcome to join in.

Tables and space are limited. Instructors will be provided with 3 tables for their class space and one table for teaching supplies and/or vending. Vendor only space will include a 10' x 10' area with two 8' tables for \$35 per space. You may bring more tables if you wish or we can provide extra tables at \$12 each. Instructors are not to sell during class time. Do not pay for vending until you are notified after March 15th, 2009 that you have been accepted.

Fill out one Instructor Application for each basket you submit. Pictures and descriptions are what sell your class. Take time to make a good but concise description of your baskets. You may submit more than one view of each basket. Different views will be used in the catalog as space permits. Pictures of baskets and proposals must be submitted electronically either by mailing a CD or by e-mail with jpg files included as an attachment, not embedded in the e-mail. Pictures have to be attached to an e-mail as a file and not as a picture. E-mails that come with the pictures embedded in the e-mail will be sent back with instructions on how to resubmit. Whether a CD is mailed or pictures are attached to an e-mail, they must to be at least 4" x 6" and 300 dpi in resolution. Pictures printed on copy paper and mailed will not be accepted. Set your camera to high resolution. If your camera uses good, better, best settings, use the best setting. Pictures that are 1"x1" but still 300 dpi will not be accepted. We want a clear easily defined catalog so please take time to make the best pictures possible. Pictures will be used for class consideration, the catalog and for the signs placed on each table. For this reason, we are requiring pictures that are 4" x 6" so we have images we can work with.

Note: Teachers who are submitting baskets for consideration will not be involved in the selection process.

If you have any questions, please feel free to call or e-mail Janet Newman 405-789-4540 or [dnjn3227@sbcglobal.net](mailto:dnjn3227@sbcglobal.net) and I can walk you through this process. The method for attaching pictures to an e-mail is; click on **Insert, File** and then go to where the files are saved on your computer and click on the file name. It is better to do a separate e-mail for each basket proposal. Be sure to name the pictures so we know which application the pictures go with.

Depending on the number of classes for next year, we may put vendors in a different building so consider this when submitting. Selling during teaching time will not be allowed.

Applications must be received by February 1, 2009

Thank you for your time and consideration.

Janet Newman

Please feel free to contact me or Pat Horsey should you have any questions.

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