

2024 PHG Spring Fiber Art Sale  
April 19-21, 2024

Dear Fiber Artist,

The Portland Handweavers Guild (PHG) proud to be a part of the Gathering of the Guilds (GOTG)! We will be sharing Exhibit Hall D at the Oregon Convention Center with five other guilds: the Creative Metal Arts Guild, the Guild of Oregon Woodworkers, the Pacific Northwest Glass Guild, the Portland Bead Society and the Oregon Potters Association's Ceramic Showcase.

The Gathering of the Guilds Spring Fiber Arts Sale will be held April 19-21, 2024 Friday 10am - 7, Sat: 10am - 6pm, Sunday 10am - 5pm. The event is free to the public.

This is a premier event for PHG and we are pleased to invite you to participate as a vendor. GOTG has over 18,000 attendees come from all over Oregon and Washington and there are plans in place to increase attendance through an aggressive media campaign. In addition, PHG will conduct their own promotion and outreach. We anticipate an even bigger turnout as the public comes to this free event.

Please consider applying for inclusion in the Gathering of the Guilds! There are several ways to participate; from individual booths (10x10 or 10x15), shared booths, or for those with few items to sell or are leery about taking on a booth alone, we are offering a Guild Booth. We believe that the event will be a rewarding and fun experience for you and our community.

This document is designed to provide artists with all the information needed to apply to participate in the Gathering of the Guilds Portland Handweavers Spring Sale. If you have any questions, feel free to reach out to [Sales@portlandhandweaversguild.org](mailto:Sales@portlandhandweaversguild.org)

We are looking forward to seeing you and your work at the Gathering of the Guilds as part of the Portland Handweavers Guild Spring Sale!

Sincerely,

PHG Sales Committee

## Contents

Artist Participation Requirements:	3
Entry Standards:	3
Application and Jurying:	3
Sales:	4
Booth Pricing:	5
PHG Guild Booth:	5
Additional Information for Artists:	5
Preliminary PHG Layout:	6
Required Volunteer Shift:	6
Advertising & Marketing:	7
Cancellation Policy:	7

### Artist Participation Requirements:

Each artist applying for participation in the sale must be a member of Portland Handweavers Guild. The PHG [online membership application form](#) offers individual, student, and family membership. Other guilds or organizations may contact [sales@portlandhandweaversguild.org](mailto:sales@portlandhandweaversguild.org) for information on an Affiliate membership. All artists must be a member of Portland Handweavers Guild by March 15, 2024 to participate in the 2024 GOTG PHG Spring Art Sale.

### Entry Standards:

Participation will be evaluated by the Sales committee to ensure goods meet PHG quality and entry standards.

All items submitted for the sale must be hand-crafted by PHG members with emphasis on quality of craftsmanship, originality, and creativity. Items must be original in concept, design, and execution, or of historical or ethnic derivation. As part of the application process, participants are to submit photos of work for evaluation by the Sales Committee. If there is any question about whether work meets entry standards, applicants can contact [sales@portlandhandweaversguild.org](mailto:sales@portlandhandweaversguild.org) along with photos of work for preliminary review.

Items should belong to one or more of the following techniques or materials:

- Weaving
- Spinning
- Hand dyeing
- Felting
- Basketry
- Surface design
- Knitting or crochet
- Clothing design and sewing
- Bead weaving
- Handmade fiber art tools
- 2D or 3D textile art
- Kumihimo or other braid-work
- Lacework
- Greeting cards with swatches of textiles or fiber art images
- Items not listed above but considered to be fiber art

The sale committee reserves the right to ask for removal of items that are inconsistent with the Entry Standards if brought to the sale. If a booth is shared with another artist, each persons' work must be successfully juried as part of the application process.

### Application and Jurying:

All applicants shall use the online form [LINK HERE](#) Use Ctrl + Click to access form. There is no application fee.

2024 PHG Spring Fiber Art Sale  
April 19-21, 2024

All new artists must submit four photos of their work to be used as part of the jurying process. If granted access to the sale, the photos will be used as part of GOTG and PHG advertising of the sale. Artists must submit:

- Photos representing work that will be part of the Sale
- One photo must be a close-up showing details and workmanship.
- JPEG format at least 1000 but not more than 2000 pixels on the longest side
- 72 dpi
- No identifying marks in the image, such as logos, or signage.

For artists new to the GOTG PHG Spring Fiber Art Sale, a jury of fiber artists will review your work and applicants will be notified of acceptance or non-acceptance as applications are submitted but no later than February 15, 2024.

Artists who were in the 2023 GOTG PHG Spring Fiber Art Sale are pre-approved for 2024 and do not need to go through the jury process. However, all artists must submit the online application form, and photos by the required dates.

### Sales:

Each artist will manage their own sales, there is no central sales provided except in the Guild Booth. A request for sales total will be part of an after event evaluation to determine the health of the sale, the information will be confidential.

### Sales Timeline:

December 10, 2023 – Application opens to PHG Members

December 31, 2023 – Application opens to others (i.e., affiliate guilds)

February 15, 2024 – Cut-off date for application form and images due

February 24, 2024 – Acceptance or non-acceptance notice emailed to new applicants by Jury Committee

March 15, 2024 – Deadline for submitting booth fee and having up to date membership

April 17 - 18, 2024 – Set up for Spring Fiber Arts Sale at OCC Hall D

April 19 - 21, 2024 – PHG Gathering of the Guilds Spring Fiber Arts Sale

2024 PHG Spring Fiber Art Sale  
April 19-21, 2024

### Booth Pricing:

The pricing is based on cost for rental of space at Oregon Convention Center and covering expenses for putting on Gathering of the Guilds, including advertising, insurance, etc. In order to recoup cost of the event, booth fees and sharing is as follows:

Booth	Cost	No. of Persons if Sharing
10x10	\$450.00	2
10x15	\$675.00	3
Guild Booth	25% sales commission	See PHG Guild Booth
Premium Space - Corner Booth	\$50.00 additional	

Portland Handweavers Guild has been allotted 21 booths for the 2024 Gathering of the Guilds. Artists are encouraged to apply early to secure desired booth space. Please indicate first, second and third choice. The Sales committee will attempt to honor requests.

Booths will be assigned on a first come, first serve basis unless otherwise specified on the application. See [booth layout](#) section for details. If there are any requests for adjacencies to another artist, please note on the [Vendor Application LINK](#).

### PHG Guild Booth:

Artists who do not have enough inventory to warrant a full booth are invited to participate in the PHG Guild Booth. The Guild Booth Chair will be responsible for the management and design of the Guild Booth including placement of artists goods in order for the Guild Booth to be cohesive and appealing to participants and ensure success for all artists involved.

Each artist is required to follow the application and jurying requirements. Please indicate "PHG Guild Booth" on application form.

As this is a shared space, Guild Booth participants must:

- Limit their inventory to 10 items at any given time
- Assist with managing the Guild Booth e.g., set up and take down, central sales, etc.
- Volunteer to assist with overall GOTG event as detailed in volunteer section.
- Provide inventory list of all goods including description and pricing for use in tracking sales
- Guild booth space is subject to availability based on space allowance.

### Additional Information for Artists:

A limited number of postcards (3000) will be available to artists for distribution on a first come first served basis. If additional postcards or fliers are requested by an artist, the cost is \$15 per 100 postcards. Artists can request the files for advertising on the PHG website or self-printing at no cost. Please note any request for postcards on the application. Requests for files can be made by email to [sales@portlandhandweaversguild.org](mailto:sales@portlandhandweaversguild.org).

Electricity will be available to purchase at \$120.00 per booth and will be ordered by PHG and invoiced to artists who request power.

There will be no furniture rental through OCC. All artists are to provide their own display e.g. tables, racks, etc., and chairs. There will be a drape behind booths but none between booths.

Each artist must follow fire marshal rules, including keeping chairs and fixtures within booths. NO CHAIRS OUTSIDE OF BOOTH.

### Preliminary PHG Layout:

The following illustrates the layout of Hall D. PHG Booths (H) are adjacent to the Bead Guild. It is to be determined if a row will be deleted for use as part of the Gathering of the Guilds Gallery. Areas in green are GOTG information booths. As of December 14, booths blocked out are already reserved.

2024 PHG Spring Fiber Art Sale  
April 19-21, 2024



### Required Volunteer Shift:

As this is a PHG volunteer driven event, each artist or his/her proxy (such as a friend or family member who is at least 16 years of age) is required to volunteer hours during the show and/or setup to fulfill the needs of the PHG Fiber Art Sale and/or Gathering of the Guilds. The volunteer shifts occur in various locations at the show outside artist booths. Typically, the requirement is no more than 4 hours over the 3-day event. All participants in the Guild Booth shall be required to volunteer as part of the overall management of the Guild Booth.

In an effort to reduce the number of volunteer hours, PHG is reaching out to local academic institutions with fiber programs to provide an academic experience via event management, fiber sales, etc., in order for student to receive credit for their time spent.

### Advertising & Marketing:

We are seeking large, print-quality photos for advertising. If you would like your art to be featured as part of GOTG advertising, please send high resolution (300 dpi or more) TIFF or JPEG files to [sales@portlandhandweaversguild.org](mailto:sales@portlandhandweaversguild.org) with the subject line: Publicity Photos.

### Cancellation Policy:

If you must cancel after you have submitted your booth fees, we will do our best to fill your booth space from our waiting list. If we find a replacement, you will receive a full refund of your booth fee. If we are unable to fill your space, you will not receive a refund. If you were to be in a shared 10 x 15 booth with one person, then that person can move to a 10 x 10 booth if any are available or they have solicited for an additional person for the 10X15 booth. For all other shared booths, the remaining person(s) have the right to keep the same booth.