



CALL FOR ENTRY

2016 – 20th DISCOVERY TOUR, September 17&18, 10am – 5pm, North Gower & Kars

Artisans, artists, growers and producers are invited to apply, as a stop host* or as a guest.

REQUIREMENTS

- For artisans and artists: All work must be of a consistently high quality, DESIGNED AND PRODUCED BY THE ARTISAN / ARTIST.
- For growers and producers: excellent quality, locally produced plants / produce of which MORE THAN 50% IS LOCALLY GROWN / PRODUCED.

ENTRY

Email to: images@moiralaw.ca

- your completed entry form
- one high-quality digital image of **recent** work (JPG format, at least 800 pixels wide) not previously used for publicity

Mail to: Moira Law, 665 Boundary Road, RR#3, Kemptville, ON, K0G 1J0

- a non-refundable cheque payable to "Discovery Tour" for the amount of \$180
- **NOTE: (Mail your form, cheque and picture before March 31, 2016, and you may make your cheque in the amount of only \$150 instead.)**

Please note:

1. If you would like your work photographed, come to Anne Gruchy's studio on Tuesday, March 1. You must contact Moira Law (613-258-1965) for a time. There is no charge for this service.
2. If you apply after **March 31th**, you may still be accepted, however you may not be listed in the brochure.
3. If you are a guest, your participation will also be contingent on the space we have available for you.

JURYING

The work of all new participants will be juried by April 19th. You will be contacted to arrange dates/times for delivery and pickup of 3 examples of your work. Be sure to make arrangements for this if you will be away at this time. If your work is not accepted for the tour, your fee will be fully refunded. If you are a returning participant who is working in a new medium, or offering a new line of products please note this on the application, because **it must be juried** as well. Prospective stops will also be juried before April 20th to insure that the premises are inviting and safe.

OBLIGATIONS OF PARTICIPANTS

1. Because organising the Discovery Tour involves a great deal of work throughout the year each of us is required to contribute by joining a committee or taking on tasks to support them. We need everyone's help, please.
2. Our aim is to welcome visitors into our studios and workshops Please find a way to demonstrate how you work during the tour. Showing work in progress helps visitors to understand your creative process.
3. All participants are expected to distribute as many tour brochures as possible, placing them in local businesses and giving them to your supporters, friends, and associates.
4. All participants are required to recruit at least one sponsor. We NEED sponsors.
5. The Discovery Tour supports **the North Gower and Outreach Food Bank** and each stop is encouraged to have a "bank" and/or a box to collect donations.

**Stops must be within the boundaries of the Rideau River, to the south, Malakoff Road to the west, Rideau Valley Dr. S to the east (up to the northern edge of the Carleton Golf and Yacht Club) and Century Road to First Line to the north. Applicants from outside these boundaries may be accommodated as guests.*

ENTRY FORM - 2016 DISCOVERY TOUR - SEPTEMBER 17 - 18

NAME: _____ applying as: STOP
OR AS GUEST AT STOP # _____

BUSINESS NAME: _____

FULL CIVIC & POSTAL ADDRESS:

TELEPHONE: _____ CELL: _____

E-MAIL: _____ WEBSITE: _____

DESCRIPTION OF ALL PRODUCTS TO BE SOLD DURING THE TOUR: If you are returning to the Tour and working in a "new" medium or offering a "new" line of products please note below.

Please indicate if you have a preference for what you would like to contribute to the organization of the tour. You can leave this blank and we may assign you a task. We need everyone's help.

INFORMATION - TO APPEAR IN THE BROCHURE

If you are a STOP, your civic address will appear. For other information, please choose one from each line below:

1. PHONE NUMBER Yes No
2. NAME OR BUSINESS NAME
3. E-MAIL OR WEBSITE
4. OPEN YEAR ROUND OPEN BY APPOINTMENT, AT TIMES OTHER THAN THE TOUR OR NOTHING
5. DEMOS OR NO DEMOS
6. ACCEPT CREDIT CARDS DO NOT ACCEPT CREDIT CARDS
7. CLASSES NOT GIVEN CLASSES GIVEN THROUGHOUT YEAR
8. TEXT TO APPEAR IN BROCHURE: DESCRIPTION OF WORK / MEDIUM IN 7 WORDS MAXIMUM
(Ex.: WOOD & STONE SCULPTURES AND CARVINGS.) USE SAME TEXT AS LAST YEAR

EMAIL this completed entry form and a high-quality photo of recent work to: images@moiralaw.ca

MAIL: a cheque to **DISCOVERY TOUR** for \$180 (**\$150 before March 31, 2016**) to
Moira Law, 665 Boundary Road, RR#3, Kemptville, ON, K0G 1J0

If filling this form digitally, please resave as DT 2016_yourlastnameinitial.pdf

NOTE: you must download the pdf to your desktop to fill digitally, or print to fill by hand.

DISCOVERY TOUR 2016
SPONSOR INFORMATION

Co-ordinator: Ann Gruchy
489-3748/314-3748
agruchy2@gmail.com

Each Discovery Tour participant is required to obtain at least one sponsor – or will pay the \$65. fee.

1. **Before** approaching your sponsor, register their business with Ann (so that we do not duplicate with many people asking the same one)
2. Approach your sponsor with “Sponsor Invitation” (attached for you to print out) as well as a brochure from last year to show them format, size, quality.
For their ad, they will have a choice of:
 - Logo plus four lines, or
 - 5 lines of text and no logo.If they have been in previous brochure, we will have their logo. Otherwise get a good quality hard copy (business card, letterhead, etc.) or digital image.
3. You can either leave the invitation with them to think about and fill out, returning later to pickup OR have them fill the bottom part out with their information needed for brochure.
Keep this bottom half and leave the signed top half with them.
4. Payment - they can either pay you at this time, pay you later, or send money in directly to Veronique. (Her info is on invitation).
Cheque made out to Discovery Tour, cash.
Whichever they do, note this on the top half of the form , sign, and leave with them...as a ‘temporary’ receipt, telling them that they will be receiving an official receipt from our Treasurer.
5. Forward to me their information for the brochure that you have.
6. Let me know about their payment. If given to you ...you can give to me or forward to Véronique. Some will send directly in to her.

INFORMATION to pass along to sponsors:

Approx. 10,000 brochures distributed

We have the sponsor page all year on our website

We create a poster with all of our sponsor information displayed at each STOP during the Tour.

SPONSORS INVITATION - 2016

The 20th annual **Discovery Tour** - North Gower/Kars, September 17th - 18th, 2016 is currently being organized and invites you to be a sponsor. Sponsors Ads will be in full colour in the Tour brochure and on the Tour website www.discovery-tour.ca

SPONSOR'S AD (¾ x 3 in.) - \$65. DEADLINE: March 31st, 2016

Ad includes name, contact information and a logo if requested. You have 2 options:

OPTION 1 Your logo and 4-line text. Please provide a high quality logo - paper (business card or letterhead) or digital logo. Email image to: agruchy2@gmail.com

OPTION 2 No logo and 5-line text.

Cheque to be made out to Discovery Tour and mailed to:

Véronique Stéfánica, treasurer
Box 616, North Gower, ON K0A 2T0

You will receive an official receipt from our treasurer.
Thanks for your support!

Tear off and leave this portion with the sponsor

Give this portion to Discovery Tour Sponsorship Coordinator

BUSINESS NAME _____

MAILING ADDRESS _____

ad will be same as last year (as in the 2015 brochure)

or the text of the ad should be: Line 1 _____

Line 2 _____

Line 3 _____

Line 4 _____

In the case of no logo: Line 5 _____

Option 1



TELCO 2000
Picture Framing Supplies Ltd.
5517 Main Street & Bridge Street North
Manotick 613-692-0726

Option 2

H.O. WRIGHT & SONS LTD.
Electrical, Plumbing & Heating
Authorized Myers service depot, pumps and softeners
2383 Church Street, North Gower
613-489-3372