

HANDMADE

Chelsea Old Town Hall, London



The Last date for sending completed application forms is 30th April 2009

Application Form

PLEASE COMPLETE IN BLOCK CAPITALS

Applicant's Name

Company name

Address

Town

County

Postcode

Telephone

Fax

Mobile

Email

Website

Area of Specialisation

Year Business set up

Description of work to be exhibited (not more than 100 words)

Image Details

Describe the work in each image

Image 1: Title and description

Material

Dimensions

Retail price (£)

Photographer credit

Image 2: Title and description

Material

Dimensions

Retail price (£)

Photographer credit

Image 3: Title and description

Material

Dimensions

Retail price (£)

Photographer credit

Image 4: Title and description

Material

Dimensions

Retail price (£)

Photographer credit

Image selected for event catalogue. **Please tick one:** 1 2 3 4

Stand Size Required

- 2 x 1 Sq. Mt
- 2.5 x 1 Sq. Mt
- 2 x 1.5 Sq. Mt
- 3 x 1 Sq. Mt
- 4 x1 Sq. Mt

We do have other sizes available, please enquire for prices and options.

Please note that the stands are limited in all sizes so the stand allocation will be first come first served basis.

Please note that measurements of the spaces are taken from the outside and do not account for the thickness of the wall panels, therefore the internal measurements of each side panel is – 5cm, for example where a stand has a 2m side panel it will be 1.95cm. All money raised in stand fees goes directly to building and marketing the event.

Signed: _____

Date: _____

(I have read and agreed to the terms and conditions)

Please make Cheques payable to 'Handmade in Britain' and return your completed application form to Handmade in Britain, 10 Cheshire Street, London E2 6EH

Image guidelines for CD

Please submit four digital images on CD - ROM in the following format:

We require the images to be submitted in two file sizes **72dpi** for the selection and **300dpi** for the catalogue print.

Filing

Please file the four images in **two separate folders** on the CD both labelled with your name and the file size. **For example: Jane Smith 72 and Jane Smith 300**

Image size

Images sizes should be a 3: 4 ratio (this is the proportion of the image). 72 dpi images should be no larger than **9cm x 12cm** (can be portrait or landscape format). 300 dpi images should be no larger than **30cm x 40cm** (can be portrait or landscape format).

Format

Digital images should be saved as **JPEG** files and should have the suffix .jpg

File names

Each image should be labelled with your name and a number from 1 to 4 which should correspond with your image details on the Application Form. **For example: mrobins1.jpg**

Checklist:

- 1 Please complete the application form in full.
- 2 Please supply 4 images on CD in the format required – see guidelines for more information.
Make sure the CD cover is clearly labeled with your name
- 3 Ensure that you have chosen one of the images to represent you in the event catalogue.
- 4 Ensure that payment for the application fee of £20 is enclosed. Cheques should be made payable to the 'Handmade in Britain'.
- 5 Please note that we can not accept applications by email.
- 6 Please return completed application forms to: 'Handmade in Britain', 10 Cheshire Street, London E2 6EH before 30th April 2009