

CAG Sale May 3-5, 2019

Inventory

- Inventories are **due on Friday, April 19 end of day.**
 - E-mail completed inventory to:
saleinventory@wcclayartsguild.com
- Preprinted labels (price tags) will be printed and available at the studio on **Friday, April 26.**

Artist Check-in Thursday, May 2, 1pm to 7pm

Friday, May 3, 1pm to 4pm

- Please bring your signed sale agreement and a self addressed stamped envelope
- Come in any time during check-in hours to set up your space. Spaces are assigned by lottery. Tables will be covered by grey tablecloths.

Work Shifts - Please sign up for shifts according to your expected inventory

- 1 shift for 1-20 items
- 2 shifts for 21 items and up

After Sale

- Everyone is required to help clean-up the sale and put the studio back to the original configuration. Please plan on 2 hours after sale, but last sale it only took us an hour!
- You will be mailed a check for your sales (minus 25% that goes to CAG) approximately 2 weeks after the sale.

Patricia Alger

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