

WORKSHOP PROPOSAL FORM

Salt Spring Island Natural Fibre Festival 2007

Please keep a copy of your complete proposal package for your records.

General Information

The Natural Fibre Festival invites instructors in **all fibre crafts** to submit workshop proposals. The 2007 Festival Workshops will be held on Salt Spring Island, BC from Wednesday, July 18 to Friday, July 20.

We're looking for **one- to three-day workshops** dealing with **any natural fibre**. We're interested in workshops that meet the needs of people seriously interested in expanding their capabilities in fibre work.

We're looking for workshop leaders who not only know their stuff, but can present with joy. We want workshop participants to go away not only having learned something of value to them, but also having had a great time learning it. Imagination and fun are rated highly!

We'd like to have workshop proposals as soon as possible – by February 1, 2007 at the latest.

Workshop leaders who would also like to vend their work will have the opportunity to do so on Saturday and Sunday, July 21 and 22 at Festival public events. *Please check off the 'Vendor's Booth Wanted' option on the proposal form.*

You're welcome to propose more than one workshop idea, but please use a separate form for each workshop. A formal contract will be sent to those instructors whose workshop proposals are accepted.

Please take special note of the following Festival policies:

- Instructors are responsible for insuring all samples, tools, and other items that they send or bring to the Festival for use in workshops or for display.
- Workshops may be cancelled by the Festival, in consultation with the instructor, if minimum registration has not been met by July 1, 2007.

Questions? e-mail workshops@fibrefestival.com

Proposal Form

Contact information:

Instructor's name(s):

Business address:

Telephone: ()

E-mail:

If you have a website, its URL is:

Brief biography (maximum 50 words – for publicity purposes)

Vendor Booth Wanted: Yes No (*We will contact you if you check 'yes'*)

CV, photos, etc.

If you are submitting your proposal electronically, please paste your résumé here. If you are sending your proposal by post, attach a copy of your CV.

Send photographs of your work (JPEG, GIF, or PDF files) as an attachment to your e-mail; or by post, together with your proposal. **If sending electronically, please limit individual photo file sizes to 80KB or less, and total photo message size to 500KB maximum.**

Workshop information:

Official workshop name: _____

Length of workshop: One day Two days Three days

Desired maximum number of registrants: _____

Level of experience required of participants: high __ medium __ any__

Workshop description (maximum 50 words – for publicity purposes):

Workshop location must have (check all that apply):

- running water
- electricity
- tables
- chairs
- other(s) - specify:

What items are students expected to bring to the workshop? Please specify names of items, quantities, etc. in as much detail as possible to avoid disappointment (yours and the participants!):

Fee information:

Your workshop fee (for the whole workshop, *not* per student)

- one day: Cd \$ _____
- two days: Cd \$ _____
- three days: Cd \$ _____

If you charge a per-student material fee as well:

what is the fee? \$ _____
what does it cover?

Expense policies:

Tomorrow's Traditions will reimburse instructors for reasonable travel expenses from last point of embarkation to the Festival. We will also arrange for billeting on Salt Spring for the instructor, if requested. **Please note any special requirements.**

Do you require billeting? Yes ___ No ___

Special requirements: _____