



Missouri Basketweavers Guild
2010 Convention August 5-8, 2010
Viking Conference Center
St. Louis, Missouri

TEACHER APPLICATION

PLEASE READ AND FOLLOW THE SUBMISSION INSTRUCTIONS ON THE REVERSE BEFORE COMPLETING THIS FORM.

Name: _____ Address: _____

City: _____ State _____ Zip _____ E-Mail: _____

Telephone -- Home: _____ Work: _____ Cell: _____

Name of Basket: _____ Class Length: _____ hours

If you are submitting a sample basket, value of the sample basket for RETURN MAIL INSURANCE purposes \$ _____

Basket Size: Round _____ diameter x _____ high without Handle including Handle

Rectangle or Square _____ length x _____ width x _____ high without Handle including Handle

Weaving Level: Beginner _____ Intermediate _____ Advanced _____ All _____

Pre-requisite for student (if any e.g., experience in twining, twill, etc.) _____

Brief description of basket for the convention book. Please be specific and list types of materials and techniques used and details you want included in the convention book. _____

Special Tools student needs to bring: _____

Class kit fee (per student): \$ _____

Your teaching requirements: Minimum class size: _____ Maximum class size: _____

Minimum requirements you need to come to teach: No. of Hours _____ or No. of Classes _____

Special Teaching Needs (extra space, electrical outlet, etc, or time not available to teach): _____

Teachers are responsible for providing all special equipment they need to teach the class, such as drills, dryers, slide projectors, etc.

Release: The undersigned does hereby release and discharge the Missouri Basketweavers Guild, Inc. (MBG) from any and all claims, cause of action, and liability arising from damage, injury, or destruction to baskets owned by the undersigned while in the possession of the MBG.

Signed: _____

Please send basket submission and a **completed, signed** application for each proposed project (and if you submit a sample basket, a \$5.00 fee per basket and any return insurance fee in a check made payable to **MBG Convention**) to:
Marsha Foster, 23 Independence Ave., DeSoto, MO 63020 H:636-586-8448 marshajt@gmail.com

Submissions MUST BE POSTMARKED by NOVEMBER 2, 2009 to be considered.

TEACHER APPLICATION SUBMISSION INSTRUCTIONS:

You **MUST** BE A MEMBER of MBG at the submission deadline to teach at the convention. Your membership **MUST** be current for your entries to be considered. Submissions **MUST BE POSTMARKED** by **NOVEMBER 2, 2009** to be considered for the MBG 2010 Convention.

Teachers will be paid \$35.00 per class hour taught for any number of students.

We are seeking a **large number of four hour classes**. (On Sunday, our weaving time is limited to 4-hour classes, so if you wish to **teach all days of our event, you MUST submit some 3 or 4-hour classes**). In addition to the four hour classes, we are seeking six and eight hour classes, and a limited number of one and two hour classes.

Submit a completed, signed teacher **application for each project you are proposing**.

If you have not been selected to teach in Missouri within the last 3 years, you are required to submit a sample of the basket you are proposing and pay a \$5.00 **per basket** jury fee to cover return postage. If you have been selected to teach in Missouri within the last 3 years (2007-2009), you have the option to submit up to 6 photos of each basket proposed and not submit a sample basket. These photos must be prints (not electronic copies e-mailed). A photo submission does not require the \$5.00 per basket jury fee.

Sample Basket Submissions: You **MUST securely** attach a 3" x 5" (approximate) **card stock** tag to the basket with the following information either TYPED or CLEARLY PRINTED: **Do not put your name** on this tag; your submission to the jury must be anonymous.

Basket name:

Class Length: _____ hrs. Price: \$ _____

Weaving Level: Beginner or Intermediate or Advanced

Basket Dimensions:

Materials/Description:

Please pack your baskets sensibly for shipping by protecting handles and protruding parts. Good packing materials are crumpled paper or plastic bags, plastic bags filled with packing peanuts and tied (NO LOOSE PEANUTS PLEASE), or soft fabric. A "map" (taped to the inside of the box) of how baskets were packed in the box is very helpful to us when repacking the box. Please also include a self-addressed return shipping label. If you have a PO Box ONLY address and want your baskets insured when returned to you, include an additional \$5.00 fee per BOX and specify the value for each sample basket on the proposal form. (Do not put the total value of the box on the proposal form, just the value of the one basket that the proposal form covers.) If the return shipping company deems your box is "oversized", you will be assessed an additional return shipping fee. Make your jury fees check payable to MBG Convention.

Photo Basket Submissions: In addition to the photos, you must also provide an 8½" x 11" piece of paper with the same information as required on the basket tag above either TYPED or CLEARLY PRINTED within the top 3 inches of the sheet. **Do not put your name** on this sheet; your submission to the jury must be anonymous. **We will not return your photos UNLESS** you include a **self-addressed STAMPED envelope with sufficient postage affixed**. Please note that if you submit a photo-only proposal, you may be required to supply an electronic photo of each basket selected when you return your teaching contract so that a photo of your basket can be included in our convention catalog.

THANK YOU FOR YOUR PROPOSAL AND YOUR ATTENTION TO OUR REQUIREMENTS.