



NC Gourd Arts & Crafts Festival

INSTRUCTOR APPLICATION 2024

Thank you for your interest in being an instructor at the NC Gourd Arts & Crafts Festival. Complete this application once, and a class description form for every class you want to teach. Instructor information is on our website at <https://ncgourdsociety.org/>

Class times: **Saturday, September 7th** from 8 am to 5 pm (event opens to the public at 9 am)
Sunday, September 8th from 8 am to 5 pm (event opens to the public at 9 am)

Event Address: NC State Fairgrounds, Holshouser Bldg, 4285 Trinity Road, Raleigh, NC 27607

Please complete the instructor application no later than **May 15th, 2024**. You can either scan this completed form and email it to ncgourdsociety@gmail.com **OR** print it and mail it to the instructor coordinator:

Barbara McGeachy
3602 Burwell Rollins Circle
Raleigh, NC 27612

In addition to this application, also send us

- your bio
- your photo (optional)
- a class description form for each class project you want to teach
- a photo of each class project you want to teach

Do not send payment. After receiving your application, we will contact you within 48 hours.

Instructor name (First and Last) _____

Email: _____

Cell phone: (_____) _____

Additional name tags needed: [*List each name*]

Mailing Address (*This is where we will mail your check 3 to 5 business days after the festival*)

City, state, zip code:

The cost of a teaching booth is \$12 per class for a 12' x 12' booth which includes two 8' tables and 12 chairs. You may bring extra tables/chairs or order extra tables for \$12 or chairs for \$2:

Additional 8' tables: ____ tables

Additional chairs: ____ chairs

Ordering lunch is optional. You may preorder lunches to be deducted from your payment. The cost is \$10 for each combo (a sandwich, chips, cookie & water). Specify the number of combos each day:

Saturday: Ham ____ Club ____ Veggie ____

Sunday: Turkey ____ Roast Beef ____ Veggie ____

I agree to the terms set out in the 2024 NCGS Festival instructor information document on the NCGS website. I understand that NCGS will be collecting student class fees prior to the festival. The class price will be your asking price plus an NCGS fee of \$10. NCGS will pay you the student fees collected (not including the added \$10 fee), minus your booth costs and lunches. Instructor fees are not prepaid but will be subtracted from total collected student fees. Instructors will be mailed a check within 3 to 5 business days after the festival.

Date: _____ Signature: _____

Any additional comments or requests?

Reminder: You must also complete a Class Description form for every class you want to teach.

Thank you for applying as an instructor at the North Carolina Gourd Arts & Crafts Festival!