



84th North Carolina Gourd Arts & Crafts Festival

INSTRUCTOR APPLICATION 2025

Hello fellow Gourders!

We are excited about this year's festival being in a new location! We hope you will be able to teach some classes. The theme for this year's festival is "Down on the Farm." Please complete the instructor application as soon as possible so we can get students signed up with this tight turn-around in a new facility.

You may apply online on our website OR download and print an application and class description forms on our website (<https://ncgourdsociety.org/>). Please supply:

- Instructor application
- Instructor bio
- Instructor photo (optional)
- Class description for each class
- Photo of each class project. By submitting your class description and photo, you give NCGS permission to use photos of your work for the purpose of publicity and promotion for the show.

Please allow 48 hours for a confirmation of your application. The festival committee will review your application and let you know if it has been accepted.

Again this year, we will collect student class fees, so instructors will not need to do this. We will mail your instructor check within 3 to 5 business days after the festival.

APPLICATION DEADLINE

Please submit your application as quick as you can as we are running on a very short turn-around to get students signed up for your classes. We ask that it be absolutely no later than July 15th so that we can get them online and have enough time for students to sign up.

NOTE CHANGE IN LOCATION:

Bethesda Ruritan Community Center
2001 S. Miami Blvd., Durham, NC 27703

CLASS DATES AND TIMES

Saturday, August 29th from 8 a.m. to 5 p.m. (public times are 9 a.m. to 5 p.m.)

Sunday, August 30th from 8 a.m. to 5 p.m. (public times are 9 a.m. to 5 p.m.)

You can teach whole or half day classes (8-11:30 a.m. or 1:30 – 5 p.m.) on either day.

SETUP & BREAKDOWN TIMES

Setup: Friday August 28th from 1 - 7 p.m. or Saturday and Sunday mornings from 7:30 a.m. to 8 am.

Breakdown: Must be complete by Sunday August 30th from 5 - 6:30 p.m.

Instructors are required to arrive early to set up for their classes, stay the entire class time, and assist students the entirety of the scheduled class time.

BOOTH FEES

- The cost of a 12' x 12' class booth is \$12 PER CLASS and includes two 8' tables and 12 chairs. Some instructors need an additional table to place their own supplies and to have personal working space. You may bring your own table and chairs or order additional 8' tables for \$12 each and chairs for \$3 each. Fees for additional tables and chairs will be deducted from your payment after the festival.
- If electricity is required, we must know in advance to ensure there are enough for all instructors as the new location has very few outlets. The instructors must bring their own heavy-duty 25' extension cord and power strips labeled with their names.
- If you also plan to be a vendor at the festival, your class booth will be located adjacent to your vendor booth.

NOTES:

- Power cutting or carving **must** be done outside the building, not inside the building. If you wish to teach these types of classes, we will offer outside instructor booths, but you need to provide or rent your own tents for this type of class. Remember, this is a new space and we are getting to know the grounds but the weather in August will be very hot and we usually expect afternoon thunderstorms as part of life here in the south.
- Use of hand tools, such as chisels or knives, is still permissible inside the festival building.
- If you need a table to cut or carve for a short time during your class time, we will have a table set up outside for teachers to use.
- Any spray painting or sealant spray must be done outside the building either out the side or back doors (not the front, please!).
- All vendors and instructors at the North Carolina Gourd Society festival must adhere to North Carolina laws pertaining to sales of wildlife parts such as antlers and feathers. For more information, contact the North Carolina Wildlife Resources Commission at: <https://www.ncwildlife.org>

CLASS PRICING

Please note that NCGS will add a \$10 fee to the asking price of your class. These adjusted prices will be displayed on the website. NCGS will pay you the student fees collected (not including the added \$10 fee), minus your booth and lunch costs, in a check mailed to you within 3 to 5 business days after the festival. Team teaching is allowed, however only one check will be issued to the main instructor.

LOW CLASS REGISTRATION OPTION

If by August 10 the minimum number of students (indicated on your application) is not reached, then we will notify you and give you the option of canceling the class. Cancellation decisions must be made by August 15th to allow enrolled students to choose other classes.

CLASS PROJECT AND HANDOUTS

This year, we are accepting a few non-gourd classes such as basket weaving, wood burning, painting, polished stones, etc. Skills taught should be applicable to gourds. You must give your students a handout "tutorial" which includes written step-by-step instructions, including a photo or illustration of the planned project. If you are teaching a technique rather than a specific project, thoroughly explain the

technique in your instructions. A list of sources for materials for the project would be desirable. The gourds and other materials you provide should be of a quality that will yield good final results for your students.

The project photo is the main “selling” point for the class. The photo MUST show what students can actually do in the class. For example, if the photo shows a scalloped rim, the students should be instructed on how to cut a scalloped rim or given a gourd with a scalloped rim. The background of the photo should be neutral – preferably black or white. We can use two photos per project. You are encouraged to post additional photos and details about the class on the NCGS Facebook page <https://www.facebook.com/groups/396058368862686> and your own social media.

COMPETITION ENTRY

As part of the festival's goals of both entertaining and educating the public, each instructor is expected to enter at least one competitive category. This helps show the public what can be accomplished with gourds and provides additional exposure for your skills. Note that you may sell competition entries. See the competition information packet for details.

RAFFLE CONTRIBUTIONS

The festival will feature two raffles, one on Saturday and one on Sunday. This event can only take place with your help. Every instructor is required to contribute at least one item to the raffle. The North Carolina Gourd Society is grateful for each contribution, as are the lucky winners. Please bring your contributions to the raffle table during setup hours, fill out the donation form, and include your business card. The North Carolina Gourd Society is a 501(c)(3) non-profit organization.

NCGS FALL QUARTERLY MEETING & BEST OF SHOW AWARDS

You are invited to attend our meeting on Saturday, August 28, 2026 at 5:30 pm in the Festival building after the festival closes on Saturday. A simple dinner of pizza and wings will be provided. This meeting will include several demonstrations and a comparison of QuikWood replacements.

LOCAL HOTEL & RV ACCOMMODATIONS

There are MANY hotels within easy driving distance to our new location. Here are just a few:

Holiday Inn Express & Suites Durham - I-40 (Exit 281) at 4912 South Miami Blvd.

Hilton Garden Inn Research Triangle Park Durham - I-40 (Exit 281) at 4620 South Miami Blvd.

Marriott Hotel Research Triangle Park Durham - I-40 (Exit 281) at 4700 Guardian Drive

Sleep Inn Durham - I-40 (Exit 282) at 5208 Page Road

The closes RV parking is at the NC State Fairgrounds for \$45 a night. To sign up, go to

<https://app.fireflyreservations.com/reserve/property/NCStateFairCampground>.

MEALS

We offer a sandwich combo lunch Saturday and Sunday for \$12 each day which includes a choice of hoagie, a packet of chips, a cookie and a bottle of water. You may order lunch when you apply or until August 20th and we will deduct the cost from your payment after the festival. There are also several local restaurants within easy driving distance from our new location!

LIABILITY

The North Carolina Gourd Society is not responsible for accidents, loss, theft, or breakage.

TERMS AND CONDITIONS

We encourage all instructors to carefully consider the originality of the design to be taught, making sure that the design does not infringe on the copyright of another artist. Written permission to teach another artists' design should be obtained prior to submission of your application. Membership in NCGS is encouraged but optional. Join for \$15 annually at <https://ncgourdsociety.org/about/pay-your-dues/>

CONTACT US WITH QUESTIONS

Contact us at fleminggourds@yahoo.com or call Judi Fleming at 336-908-6341.

We look forward to receiving your application and class no later than July 15, 2026. You will be notified within 48 hours of receipt. We hope to see you at the festival in our new location!

Judi Fleming, NCGS Festival Chair
PO Box 279
Summerfield, NC 27358

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

Thank you for applying to teach this class at the North Carolina Gourd Arts & Crafts Festival!

Instructor's Class Application

Instructor name (First and Last) _____

Class Title _____

Class Description: Include skills that you will teach with vivid explanations since this description and project photos are posted on the website and are what "sell" the class.

Approximate size of the finished project (in inches): _____

Length of class (in hours) _____

Percentage of the class project you expect most students to complete during class: _____%

Day/time preferred: If you would like to teach a class twice during the event, add a comment here (do not submit the class twice).

Minimum # of students: _____ Maximum # of students: _____

Will you accept walk-in students up to your maximum? Yes No

Cost you will receive per student for your class, including supplies, prep time, etc. Students will pay an additional \$10 which goes to NCGS. \$ _____

Materials to be supplied by the student. If the student must provide a gourd, be very specific about the shape, size, thickness, size of opening, etc.

Materials to be supplied by the instructor:

Circle appropriate for each item:

Class Skill Level: Beginner Intermediate Advanced All levels

Do you need electricity for this class? Yes No

NOTE: There are only a few outlets PER WALL in the new facility so please consider the power draw for using multiple heat guns, etc. which may flip the breakers for the whole wall or building!

All instructors MUST bring their own 25' extension cords and power strips.

Does this class require extensive drilling or carving, so it must be outside? Yes No

NOTE: You must provide your own tents, power cords and power strips!!

Any additional comments or requests?

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:

Name of business (optional) _____

The cost of a teaching booth is \$12 per class for a 12' x 12' booth which includes **TWO** eight-foot tables and 12 chairs. You may bring extra tables/chairs or order extra tables for \$12 each or chairs for \$3 each:

Additional 8' tables at \$12 each: _____ tables.

Additional chairs at \$3 each: _____ chairs

This year we are hoping to have a food truck on site! There are also several very close restaurants! Ordering lunch is optional. You may preorder lunches to be deducted from your payment. The cost is \$12 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 2026 NCGS Festival instructor information document on the NCGS website. I understand that NCGS will be collecting student class fees prior to the festival. The student 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 costs (\$12 per class, lunches, and extra tables/chairs). 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: _____

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