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## Newsletter

March 2015

### *Presidents Remarks*

Those few days that were above freezing certainly gives you hope that Spring is on its way. Are you ready for the OAG Spring Market at Lester B Pearson?

Welcome new Members.

At our February meeting we discussed our fall markets, and the abundance of marketing opportunities available in the Ottawa area. We decided that we would focus our attention on our core markets; Lester B Pearson Fall Market and Lester B Pearson Spring Market. We will concentrate on those two markets and put more resources into them.

The Lester B Pearson Market is coming up shortly at the end of the month March 28th & 29th. Today we have 37 vendors. There is room for more. So feel free to bring your completed applications to the meeting. You can email me your application and bring the payment to the meeting.

At the last meeting I ask members to send me images of their product to post to Facebook. To date I have not received a single image. I would like to promote this show. I need your help. Or tell me where you are showing your work. What galleries, libraries, shops or restaurants.

See you Thursday March 19th

**Liz Fournier**

### *Non-OAG Spring Market*

#### **ECOFAIR**

The Green Committee at École élémentaire publique Des Sentiers is organizing our 2nd annual Eco-fair and is seeking artists and artisans who recycle materials or use environmentally friendly materials in their artwork. Event: Apr. 25, 8 a.m.- noon.

**Contact: mhatchard@me.com**

### *Spring Market*

#### **Lester B Pearson Spring Market**

There are a few more spots available for the Lester B Pearson Spring Market. Please bring in your completed application and payment.

Thanks, Liz

### *Credit Card Coordinator*

Here comes the Spring show!

- Please ensure that YOUR NAME, THE CREDIT CARD #, EXPIRY DATE, AND AMOUNT ARE CLEARLY MARKED ON THE SLIP, there are too many slips after shows to process for me to have to struggle with inputting. Double check them before they are handed in to me. Thanks for your cooperation.
- Please do not staple slips all together. Preferably hand them in an envelope . Please see me if you need one.
- When taking credit card orders and the customer is not there to sign the slip, DO NOT WRITE THEIR NAME ON THE SIGNATURE LINE! Just indicate whether the order was placed 'By phone', 'By fax' or 'By email'. For obvious reasons writing their name on the line could be construed as fraud.

The procedure of forwarding your slips to the credit card coordinator within 2 days of the show (to ensure that they will not be rejected by the credit card company) still stands. Authorizations that members obtain are merely a hold on the customers account for 5 days. There is no guarantee after the 5 days. The longer the time between the transaction and the processing by me – the greater the chance the client might contest it. As a member of the Guild you are able to use the credit card service at any show you are in over the year, provided your membership is paid for 2014-15 and you market in at least one of the Guild shows during the membership year.

## Where to Buy Your Stuff

### Lighting for Shows

The "Puck Lights" from Costco are around \$15 for 4 lamps. They are becoming available at more and more stores (Canadian Tire, Zellers, etc.) but believe Costco sells them at the best price.

### Bags

Pritchard Packaging -  
www.pritchard.com (613) 723-8989  
110 Bentley Ave, Bldg 3, Door 27, Nepean, ON  
K2E 6T9

### Necklace and Jewelry Findings

McBead Creations  
www.mcbeadcreations.com (613) 224-2143

### Displays

Roy Sims Displays  
www.roysimsdisplay.com (613) 749-7588  
RoySims@roysimsdisplay.com

### Business Cards and Printed Media

www.vistaprint.ca

### Graphic Design

Ivin Deschatelets Communication Visual / Visual  
Communication  
(613) 794-8262 / ivin@magma.ca

### Shipping Supplies Specialists

Uline (boxes, packing, bags, tape etc.)  
www.uline.ca 1-800-295-5510  
Fax: 1-800-295-5571

### Web Design / Maintenance

IceWeb Solutions Inc.  
www.IceWebSolutions.ca 1-800-917-4853  
chris@icewebsolutions.ca

## Programs

Questions | Comments please e-mail:  
[oagprograms@gmail.com](mailto:oagprograms@gmail.com)

## Helpful Names 2014-15

<b>President</b>	Liz Fournier	613-824-5914	<a href="mailto:oagpresident@gmail.com">oagpresident@gmail.com</a>
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