

20th Anniversary

The Altar Show: Renewal & Remembrance

October 26 - November 3, 2019

The Altar Show ~ PO Box 2572, Grass Valley, CA 95945 ~ (530) 274-8283 ~ thealtarshowofnevadacountv@gmail.com

Mission Statement: The Altar Show: Renewal & Remembrance is a community based non-profit organization that provides a free annual exhibition. Originally inspired by Dias de los Muertos, the show involves and educates the community while providing a safe place to renew and remember in a respectful and safe space.

Entry Form ~ 2019

WELCOME ALTARISTAS! WE ARE SO EXCITED TO HAVE YOUR PARTICIPATION THIS YEAR.

CONTACT INFORMATION

Contact name:
Name as it will appear in the catalog:
Mailing address:
City, State, Zip:
Phone (for contacting during show): Day - _____ Evening - _____
E-mail: _____

PARTICIPATING ALTARISTA CHECKLIST - TO BE COMPLETED BY OCTOBER 8TH

- Submit this **ENTRY FORM** (mail early or bring to orientation)
- Attend **ONE ORIENTATION** held at the Nevada Co. Fairgrounds, Northern Mines Building-- Either **Tues, Aug. 20th at 6:30pm, Tues, Sept. 24th at 6:30 pm OR Tuesday, October 1st at 6:30 pm**. There you will:
- Select a **SPACE**. Please choose one:
 - \$20... 2'x2' Table Top Altar (*Note-Table Top Altaristas are only responsible for 1 three-hour docent shift)
 - \$40... 4'x4'
 - \$50... 6'x6'
 - \$60... 8'x8' approximately
 - Non-standard space - \$ _____ 'x _____' (Make arrangements with the Board member)
- **NEW FOR 2019--NO POP-UPS OR EASY-UPS ALLOWED!!!****
- Sign-up for 2 three-hour docent shifts; AND, Sign-up for a job during the show
- Provide Catalog Submission (**due by October 8**)
- Pay fee at Orientation or by mail before Orientation

PAYMENT: \$ _____ Space Fee; \$ _____ Donation; \$ _____ Total Due; \$ _____ Amount Rec'd. Check or money order payable to: "The Altar Show". **Donations** are gratefully accepted as the Show is self-supporting. Donors are recognized in the program and community altar. Please choose one: I wish to be an anonymous donor; or I wish to be recognized. I would like my donation to be in honor of: _____

I have received, read and understand the additional information and schedule on the Calendar sheet.

Signature _____

TO BE COMPLETED AT ORIENTATION:

Docent Shifts: 1) Date/Time _____ 2) Date/Time _____
Job Title: _____ Date/Time _____

2019 Calendar: 20th Anniversary Altar Show

Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Monday
Oct. 22 <u>TAPING</u> 6:00pm	Oct. 23 <u>SET-UP</u> 10am - 9pm	Oct. 24 <u>SET-UP</u> 10am - 9pm	Oct. 25 <u>SET-UP</u> 10 am - 9pm <u>OPENING</u> <u>CEREMONY</u> 7pm	Oct. 26 Noon - 7pm <u>SHOW</u> <u>OPENS</u>	Oct. 27 Noon - 7pm <u>RECEPTION</u> 3 - 5pm	Oct. 28 Noon - 7pm
Oct. 29 Noon - 7pm	Oct. 30 Noon - 7pm	Oct. 31 Noon - 7pm	Nov. 1 Noon - 7pm	Nov. 2 Noon - 7pm <u>POTLUCK</u> 6:30pm	Nov. 3 Noon - 7pm <u>CLOSING</u> <u>CEREMONY</u> 7pm <u>TAKE-</u> <u>DOWN</u> Until 10pm	Nov. 4 <u>TAKE-DOWN</u> 8am - 1pm

ALTAR SET-UP

****NEW FOR 2019--NO POP-UPS OR EASY-UPS ALLOWED!****

- **Please keep your altar within the taped area of your assigned space.**
- Do NOT put any holes in the walls, floor or ceiling. You MAY lean a backboard (that will leave no marks) or use tacking gum to hang paper. Check with Set-Up Manager before hanging any items from designated beams and taping items to floor. We must be very careful of the mural.
- NO fire burning candles will be allowed. Electric lights or battery-operated candles ARE acceptable.
- Fabrics must be fire retardant, as explained during the orientation meetings.
- Please adhere to all common sense safety protocols (CSSP).

Electrical Items

- Supply your own industrial watt power cord for electrical items.
- Cords must be taped down to the floor to avoid a tripping hazard.
- You may illuminate your altar, but please be mindful of over lighting as a little light goes a long way.
- Audio and video are allowed; however, headphone must be provided for any audio.

Maintaining your altar

- Electrical items will be turned on/off as noted on the docent list (see Set-Up Manager). Please make cords/switches easily accessible.
- You are responsible for additional maintenance of your altar; watering plants, changing burnt-out lights, replacing batteries, etc.
- Audio and Video may be on continuous loop or with written directions. Docents will not run electrical items.
- Please do not make plans to inhabit your altar space during the show.

Docenting

- The Docent Liaison will remind you of your shifts via phone prior to the date.
- If you are unable to make your obligated shifts, it is your responsibility to find a replacement docent.

Vehicle Access

- During installation and take-down you will be able to pull your vehicle up to the building by entering the parking lot at Gate 4 and driving into the fairgrounds at Gate 5.
- Spaces around the building are for loading and unloading ONLY. Please remove your vehicle to the parking lot after unloading.
- **Absolutely NO parking on the grass or dirt. Park ONLY on pavement.**
- For specific needs parking arrangements see a board member.

Catalog Submission >>>> Due by October 8

Email to: lin.schiffner@yahoo.com **or, Send to:** The Altar Show, PO Box 2572, Grass Valley, CA 95945