



**2018 HEART OF OHIO TOLE CHAPTER, INC.
CONVENTION**

August 7-11, 2018

P.O. Box 626

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Dear Educator:

We are inviting educators to submit projects for the 2018 Heart of Ohio Tole Chapter, Inc. Convention, "Painting Fun in the Sun!" to be held in Columbus, Ohio, at the Hyatt Regency Hotel, August 7-11, 2018. All educators are encouraged to submit projects for classes at beginner, intermediate, advanced, and intense study levels. Intense study classes are for the very advanced painter in the medium presented and should be projects designed to enhance student's skills and knowledge of art. All intense study project submissions **MUST** include a short paragraph explaining why the project should be considered as an intense study. Class time frames are 2, 4, 6, and 8 hours. We encourage you to submit 4-hour classes as this is the class length the students prefer.

All projects submitted for consideration MUST be postmarked no later than November 1, 2017. Projects will be reviewed and decisions will be made shortly thereafter. Please mail your projects to Judy Hughes at the address listed below.

Please send 2 glossy, identical, high-quality, **4" x 6"** color photographs for each project. It is important to adhere to the **4" x 6"** specification to ensure the best possible photo of your work in the convention catalog. **No enlargements, photocopies, emails, or black and white photos will be accepted, (see Educator's Project Checklist).** It is very important each photograph submitted be sharp, in focus, with the proper lighting, and have a contrasting background. **Do not use paper clips or staples on your project photos as they damage the photos.** Each project will be judged by the photograph submitted and, if selected, the photo will be published in our convention catalog and posted on our website. Ask yourself, "Will this photo sell the project?"

Please read the Educator's Convention Contract in its entirety before signing. Be aware that the State of Ohio's Department of Sales Tax requires that Educators purchase a Transient Vendor's License (http://www.tax.ohio.gov/portals/0/sales_and_use/st_st1t12_09.pdf) and pay the sales tax due on class surface fees. We will add the HOOT fee, the educator fee, plus applicable tax to your submitted project fee and calculate the total cost to the student. Please contact us at the telephone numbers or email addresses below if you have any questions.

Sincerely,

Judy Hughes
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