



**2012 HOOT CONVENTION**  
**August 13-18, 2012**  
**HEART OF OHIO TOLE CHAPTER, INC.**  
**P.O. Box 626**  
**Reynoldsburg, OH 43068-0626**

Website: [www.heartofohiotole.org](http://www.heartofohiotole.org) Email: [HOOT626@wowway.com](mailto:HOOT626@wowway.com)



## SPECIAL EVENT CLASS CONTRACT

Special Event Classes are those in which the Educator is prepared to teach a large group of students (up to 100). The classes should offer **something special such as a new technique, surface, or product**. The class may have a corporate sponsor. There will only be a limited number of Special Events as time and space allows. If you are interested in submitting a project for a special event, please read the following guidelines and then sign and return this sheet with your submission.

- Projects must meet the same criteria as spelled out in the Educator Contract.
- The deadline for submissions is **November 1, 2011**.
- A project data sheet must be submitted for each proposed special event. Use the form included in this package and write "Special Event" at the top of the data sheet.
- Classes may be 4, 6, or 8 hours in length. Please note that 4-hour classes have more appeal to our guests.
- Pricing for special events will be as follows: The price listed in your submission should include the surface fee, the cost of any supplies provided to the student, sales tax and your teaching fee. This is the amount you will receive for each student in the class. The published fee for the class will be your fee plus \$5 for a 4 hour class, \$8 for a 6 hour class, and \$9 for an 8-hour, which will go to HOOT.
- The Educator and/or sponsor of a special event class **must** purchase a full page color ad (approximate cost \$300) in our color catalog.
- We will notify you if your project is selected.

If you wish to team educate a special event, the division of the class fee must be agreed upon by the educators in advance. Please provide the information below.

Teacher 1 Name \_\_\_\_\_ % Split \_\_\_\_\_

Teacher 2 Name \_\_\_\_\_ % Split \_\_\_\_\_

Class Size \_\_\_\_\_

I have read the above guidelines and wish to submit a project to be considered for a Special Event Class. I understand the method of payment as described above.

**Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

# PROJECT DATA SHEET

Complete 1 for each project

TEACHER: \_\_\_\_\_

PROJECT TITLE: \_\_\_\_\_ *Limit 15 letters and spaces*

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For Office Use Only	
Teacher #	_____
Class #	_____
Day	_____
Time	_____
Room	_____

New Project? (yes)\_\_\_\_(no)\_\_\_\_  
 Previously published in book, magazine or packet? (yes)\_\_\_\_(no)\_\_\_\_ If so when? \_\_\_\_\_  
 Previously taught? (yes)\_\_\_\_(no)\_\_\_\_ If so when? \_\_\_\_\_ Where? \_\_\_\_\_  
 Is this pattern your own or do you own the copyright? (yes)\_\_\_\_(no)\_\_\_\_ (If not, ATTACH PERMISSION SLIP from the author or copyright holder as required by the teacher contract.)

CLASS LENGTH \_\_\_\_\_ 4 Hour \_\_\_\_\_ 6 Hour \_\_\_\_\_ 8 Hour \* \_\_\_\_\_ 12 Hour \*  
 \* split classes (longer dry time, more painting time, etc.) We will try to schedule  
 8 hr classes on the same day; 12 hr will be scheduled on different days.

<b>HOOT Treasurer</b>
Class Fee \$ _____

## CATEGORY OF PROJECT

_____ Animals & Birds	_____ Theory/Technique	_____ Still Life	_____ People
_____ Fruits & Vegetables	_____ Flowers & Leaves	_____ Theorem/Stenciling	_____ Rosemaling
_____ Seasonal	_____ Landscapes/Seascapes	_____ Folk Art	_____ Miscellaneous

## SKILL LEVEL *Select 1 and Mark with an X*

\_\_\_\_\_ B Beginning (taught at a slow pace with teacher assistance)  
 \_\_\_\_\_ I Intermediate (taught at a moderate pace with some assistance)  
 \_\_\_\_\_ A Advanced (taught at a faster pace with little assistance)  
 \_\_\_\_\_ IS Intense Study (for the very advanced painter in the medium presented)

If the project is an Intense Study, explain why it is an Intense Study class as opposed to a regular 4 or 6 hour class.

MEDIUM USED \_\_\_\_\_ TYPE OF SURFACE \_\_\_\_\_  
*(oil, acrylic, gouache, dye, watercolor, etc.) (canvas, wood, paper, etc.)*

PROJECT SURFACE FUNCTION \_\_\_\_\_  
 (3 words or less, i.e. tissue box, shelf, bird house, etc.)

OVER-ALL DIMENSIONS \_\_\_\_\_  
 (Length/width/depth/diameter)

\$ \_\_\_\_\_ Project Surface Fee  
 (not including sales tax)

<b>HOOT Treasurer:</b> calculated sales tax \$ _____
total project surface fee rounded up .50/1.00 \$ _____

Extras included in the price: \_\_\_\_\_  
*(candle, ribbon, gold leaf, mat, clockworks, frame hardware, colored pencils, any brushes, etc.)*

## SPECIAL BRUSHES & SUPPLIES NEEDED BY THE STUDENT (only include items beyond the basic supplies)

**NOTE:** We cannot request students to bring a hair dryer as no more than 6 dryers can be used at a time in any classroom.