

REQUIREMENTS FOR ALL PRESENTERS:

- Review and Bookmark [Presenter Information Page](#)
- Submit Presenter Profile
- Submit Workshop Proposal Form(s)*
***ONE FORM FOR EACH WORKSHOP**
- [Bookmark Promotional Assets Page](#)
 - Schedule time in the coming months to share with your audience about your appearance at Craftcation

OPTIONAL PARTICIPATION:

- [Submit the digital presentation](#) for your workshop (if applicable)
DUE: MARCH 15, 2023
- [Submit worksheets](#) to be printed for your workshop (if applicable)
DUE: MARCH 15, 2023
- [Submit digital handouts](#) to be distributed to your workshop attendees
DUE: MARCH 15, 2023
- [Submit your Office Hours submission form](#) (if applicable)
DUE: MARCH 15, 2023
- Fill out Gift Bag Inclusion form (if applicable)
SHIPPING WINDOW: APRIL 1 - 14, 2023
 - Download and fill out gift bag inventory form to include with your shipment.
- Download and fill out pop-up shop inventory form to include with your shipment. Follow email instructions on the form to let us know to expect your shipment. **(This includes books.)**
SHIPPING WINDOW: APRIL 1 - 14, 2023
- Interested in the Book Signing Event? Email [Katie Mac](#).

