

Chippewa Valley Band Boosters
24th Annual Fall/Holiday Craft Show
Saturday, November 11th, 2017
9:30 a.m. – 4:00 p.m.

FALL CRAFT SHOW

Artist Application

Application Deadline: September, 30, 2017

Artist Name(s) _____ Business Name (if Different) _____

Address _____ City, State, Zip Code _____

Phone number _____ Cell Phone _____

E-Mail Address _____ Website _____

Category/Medium (Circle **UP TO THREE** that best represents your work)

Jewelry (state type/material) _____	Children's items	Home Décor and Accessories
Apparel	Pet items	Outdoor/Garden
Fashion Accessories	Fabric/ Quilts/Needlework	Woodwork/Furniture
Knitting/Crochet	Food/Mixes/Candy	Photography
Ceramics/Clay/Glass	Painting/Drawing	Sculpture
Other (specify) _____		Charity(homemade only)
		Metalwork/Leather
		Calligraphy/paper craft
		Aromatherapy/Candles/Bath

Describe your products _____

***Please Note: We do NOT allow buy/sell merchandise! All work must be handcrafted by the vendor!**

Violators will be asked to remove merchandise and/or leave the show without refund, and will not be invited back!!

**Required with application: 3 pictures of your work, one picture of work in progress and another of booth set up
Pictures may be emailed to cvhsbandprogram@gmail.com.**

BOOTH FEES:

10' x 6' Space - \$60.00* No. _____ Table Rentals (8' x 30") - \$10.00 Each. No. _____

10' x 6' corner or end cap \$70.00* No. _____ (limited quantity) Electricity - \$5.00 _____

20' x 6' Space - \$100.00* No. _____

*Applications **postmarked after September, 30th** Add \$10.00 _____

Total enclosed _____ Make checks payable to **Chippewa Valley Band Boosters**

Special Requests/Needs: We will do our best to honor requests on a first come/first served basis.

I have read the liability clause and accept full responsibility for loss, injury or damage to persons or property.

SIGNATURE: _____ DATE _____

() I would like to donate product to the Crafters Raffle

() I would like to display Chippewa's Craft Show Flyers on my table at other Craft Shows

Your signed application signifies your agreement to our Terms of Lease
Mail Application, Photos, Envelopes and Payment to CVHS Band Boosters
C/O Susan Crego, 15322 Olympic Dr., Macomb, Mi 48044

Important: your signed application signifies your agreement to the following

Terms of Lease

Location of the show:

Chippewa Valley High School
18300 Nineteen Mile Road
Clinton Township, MI 48038

**** DO NOT mail your application to the school ****

Release of Liability:

Exhibitors accept full responsibility for any loss, injury and damage to persons or property that may be sustained while on the premises. Neither the Chippewa Valley Band boosters nor Chippewa Valley High School will be held responsible for any damage, theft or loss of displays and/or work, nor can we assume responsibility for injury to any show participant. Any and all claims must be waived and all rights for claims for damage released against Chippewa Valley High School/ Chippewa Valley School District, the Chippewa Valley Band Boosters, show management, representatives' volunteers, successors and assigns for all injuries and/or losses suffered at the show, or which may arise from traveling to, participating in, or returning from this event

Our Responsibility under this agreement

We will furnish contracted space, reserving the right to modify requests in the best interest of the show. We will do our best to ensure that requests are granted and booths assigned in a way that is fair and beneficial to all.

We will actively promote and advertise the show using Print ads, media releases, social media, School and Community Cable Stations, email, and any free and public promotional help we can get.

We offer student and/or adult personnel to assist with loading, unloading and set-up/tear down assistance, and booth sitting, if desired. We pride ourselves on the level of service we offer to our exhibitors.

Enclosed with this letter is our crafter registration form. We hope you will participate and make our Craft Show a success. Please return your registration form and payment as soon as possible as there will be a limited numbers of exhibitors that can be accommodated. **Confirmation and flyers will be emailed to you when your reservation is received. Booth location and a map will be emailed just prior to the show.**

SET UP: Saturday, November 11, 2017 – 730 a.m. until 9:15 a.m. Please do not arrive prior to 7:30 a.m. The doors will not be open until then. The show will start at 9:30 a.m. sharp and will end at 4:00 p.m. We ask that you do not dismantle your display until the show ends at 4:00 p.m.

RELIEF INFORMATION: Relief persons will be available for you should you need to take a break or eat lunch.

EXHIBITORS: Exhibitors are responsible for their own Michigan State Sales Tax. Please leave your booth area clean at the end of the show. There shall be no raffles or tickets sold by the exhibitors. Anyone doing otherwise will not be asked to return to our show.

BOOTH RESERVATION: Signed contracts must be accompanied by a check or money order for the full rental amount. The check should be made payable to the Chippewa Valley Band Boosters. **A \$10.00 cancellation fee will be held from all refunds. Late fee is non-refundable.** The Boosters reserve the right to final approval of all booth merchandise and displays.

****Since we are now a 501c3 charitable organization, any donation over and above the standard booth rental may be tax deductible; please consult your tax professional for details and specific tax advice.****

PARKING: plenty of free parking will be available. Exhibitors will have designated parking areas. **It is very important that crafters move their cars after unloading. We want to make it as convenient as possible for the shoppers to park. Especially in convenient handicap spots**

FOOD: Free muffin and juice or coffee tickets for exhibitors will be distributed with your check in packet on the day of the show and may be used from 7:30 a.m. until 9:15 a.m. in the cafeteria. Lunch and snacks will be sold in the cafeteria until 3:00 p.m.

ADVERTISING: Newspapers, cable television, social media, flyers, posters, street signs and more. Visit our Facebook page, 'Chippewa Valley Band Boosters Craft Show', and advertise your craft. Send the link to all your family and friends.

Please E-MAIL any questions to: cvhsbandprogram@gmail.com

Thank you, Susan Crego (586) 262-3097

****PLEASE BE SURE TO CHECK IN AT THE ENTRANCE DESIGNATED IN YOUR CONFIRMATION PACKET.****

**** YOUR CHECK IN INFORMATION WILL ONLY BE AVAILABLE AT YOUR DESIGNATED ENTRANCE ****