



2018 - Exhibitor Application (NO buy/sell merchandise allowed)

Deadline is April 30, 2018

39th Annual St. Nicks Warehouse Arts & Crafts Show
Show Location: Henry Ford II High School
Sterling Heights, MI 48313

Show Dates: Saturday - November 24, 2018 9:00am - 5:00pm
Sunday - November 25, 2018 10:00am - 3:00pm

New Exhibitor Return Exhibitor Participation year: 17 16 15 14 13 12 11 10 09 08

Dealer Name: _____ Tax ID: _____

Business Name: _____

Address: _____ City, State, Zip: _____

Daytime Phone: _____ Evening Phone: _____

E-mail Address: _____ Website: _____

Space Request: ****Electricity: 400 watt maximum****

Number of 10' x 6' _____ @ \$235.00 = _____ Number of 6' tables _____ @ \$ 10.00 = _____

Number of 20' x 6' _____ @ \$470.00 = _____ Electricity @ \$ 10.00 per booth = _____

Number of Chairs needed: _____

E-mail Link in program/website Y or N - \$5.00 **E-mail ADDRESS** _____

Phone Number in program/website Y or N - \$5.00 **Phone Number:** () _____

Website listing in program/website Y or N - \$20.00 **www.** _____

I will donate a raffle item valued at \$25 in lieu of above to pay for either website listing OR phone and e-mail

Total Enclosed: _____

NOTE: ALL Fees for tables and electricity **must** be included with your application or it will not be considered or processed for the 2018 show.

NOTE: Please find and fill out the Contract/Lease term agreement, the Merchandise description/Photo requirement Sheet and the Electrical Information and Restrictions sheet which must accompany this application in order to be considered.

Please send check **DATED** 10/1/18 and made payable to: Henry Ford II Athletic Booster Club, all signed forms, required photos and (1) one self-addressed stamped envelope standard or 9x6 if requesting ad pads (additional postage required for 9x6 envelope), to:

**Henry Ford II Athletic Booster Club
P.O. Box 180359
Utica, MI. 48318-0359**

E-mail: Falcon7@stnickswarehouse.com Phone: (586) 797-1616 Website: www.stnickswarehouse.com

I, the undersigned, agree to abide by all of the Lease Term Agreement, the Merchandise description/Photo requirement and the Electrical Information and Restrictions sheet which I have read and understand for the 2018 St. Nick's Warehouse Arts & Crafts show and declare that all the items displayed in my booth/exhibit were made by the crafter named herein.

Signature: _____ Date: _____



2018 Contract/Lease Term Agreement

39th Annual St. Nick's Warehouse Arts & Crafts Show

Saturday – November 24, 2018 9:00am – 5:00pm
Sunday – November 25, 2018 10:00am – 3:00pm

Athletic Booster Club/Promoter agreement under this contract:

- 1.) To promote this craft show locally and advertise in major publications, radio, community TV ads and statewide craft brochures.
- 2.) To furnish contracted space, reserving the right to modify requests in the best interest of the show.
- 3.) That no buy-sell, imported, or commercially manufactured items will be allowed. Failure to comply will result in expulsion from the show and will jeopardize acceptance into future shows.
- 4.) To Notify Crafter of acceptance or rejection no later than June 30, 2018.
- 5.) To Notify Crafters of booth assignments no later than November 1, 2018.
- 6.) Provide our artists with one complimentary breakfast coupon (hot beverage and bagel/donut).
- 7.) To provide student and/or adult personnel to assist with loading, unloading, and set-up/tear-down assistance.
- 8.) To provide electrical service where safely possible, only to those Crafters who have requested and paid for in advance for such service, we reserve the right to cancel this service if deemed unsafe and would refund the service fee.
- 9.) To provide crafter parking and shuttle service thereto. Shuttle drivers are responsible adult volunteers and will not be held liable for any injuries, which may be sustained.
- 10.) To nullify the lease agreement, make effort to notify artists and refund rental fees in the event of a national/local disaster (fire, flood, etc) that would make it impossible to hold the St. Nick's Warehouse Arts & Craft Show.

Craft Show Exhibitors agreement under this contract:

- 1.) The exhibitor must handcraft all items to be sold, with the exception of a small percentage of "raw materials" and/or display components and is required to be at the show personally. Non-compliance with this lease term could result in the elimination of the crafter from the show, with no refund of fees paid.
- 2.) The exhibitor will be limited to (2) medias and selling only items submitted for jury review. Any items added after the original jury process **must be** re-submitted with a new merchandise description/photo sheet no later than November 1, 2018.
- 3.) Offensive, indecent, and/or vulgar items are not permitted. "Questionable" items will be removed without argument upon request of show management.
- 4.) There will be no increase in product line prices once the show begins at 9:00 am on November 24, 2018.
- 5.) Exhibitors will provide attractive table covers and booth decoration, including backdrops and other materials.
- 6.) All crafters will be set up and present at the show 1 hour prior to the shows opening each day. Spaces not occupied 1 hour prior to show may be filled with standby exhibitors with no refund or allowance of any kind.
- 7.) After unloading, all crafter vehicles will be moved to the designated area and remain there UNTIL AFTER THE CLOSE OF THE SHOW EACH DAY.
- 8.) Exhibitors are to remain at the show and not start dismantling their booth(s) until after 3:00pm on Sunday November 25, 2018.
- 9.) To clean and vacate booth areas by 6pm, including disposal of all trash.
- 10.) Exhibitors will abide by **All** booth assignments and decisions of the craft show management will be final. **THERE WILL BE NO SWITCHING OF BOOTH ASSIGNMENTS and/or SUB LEASING OF BOOTH SPACE.**
- 11.) To provide their own insurance. Any and all claims must be waived and all rights and claims for damage released against Henry Ford II High School/Utica Community Schools, the Athletic Boosters, show management/promoters or their agents/ 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.
- 12.) That any and all property of the exhibitor is the sole responsibility of the exhibitor while on the premises, even while loading and unloading.
- 13.) To cooperate on electrical standards of 400 watts maximum due to limited amperage available.
- 14.) **All** extension cords to be a 3-prong grounded minimum 14-gage wire and cannot be plugged into each other. **NO** household extension cords will be allowed, **ONLY Approved** multi-strip power outlets with "breakers" may be used and not just have an on/off switch. Sign and return the Electrical Information and Restrictions sheet with application
- 15.) To cooperate in maintaining the safety and comfort of the show—no open flames, occlusion of aisles, etc.
- 16.) Grants media release of supplied photos (not to include assembly process photos), photos taken during the show, name, website information and other materials to be displayed for promotional purposes including but not limited to the St. Nick's Warehouse website and handout programs.
- 17.) That this application is a commitment to the show and that cancellations received after October 15, 2018 will result in a forfeiture of 100% of the rental fee. Cancellations should be made by phone and then confirmed in writing.

I, the undersigned, agree to abide by all of the Lease Term Agreement, which I have read and understand, along with the Merchandise description/photo requirement sheet and the Electrical Information and Restriction sheet for the 2018 St. Nick's Warehouse Arts & Crafts show and declare that all the items displayed in my booth/exhibit were made by the crafter named herein.

Business Name: _____

Signature: _____ Date: _____



2018 Merchandise description / Photo requirements

39th Annual St. Nick's Warehouse Arts & Craft Show

Saturday – November 24, 2018 9:00am – 5:00pm

Sunday – November 25, 2018 10:00am – 3:00pm

IMPORTANT: Booth set up is Friday November 24, 2018 from 9:00am – 3:00pm

NOTE: If you do not show and set up on Friday before 3:00pm your booth space will be forfeited.

Jurying for the St. Nicks Warehouse Arts & Crafts Show is done after the application due date for every show. Every crafter (including those who participated in previous years) is required to reapply and be re-juried. Each crafter is encouraged to improve their product line regularly and update pictures submitted. Each show applications are then juried, and selections made to provide a quality diversified show that lures a customer base. The jurying committee emphasizes that the pictures are the sole basis of decision making plus each crafter who previously participated in a show is observed at that show and their product line evaluated in person. Previous participation or other factors cannot be used as a basis to conclude that a crafter is automatically in a show. St. Nick's Warehouse always receives more than sufficient applications to fill a show.

Initial

Application will NOT be processed without initials confirming you understand the above set up and acceptance/jurying policies.

Describe in detail the products you will be selling in your booth(s): Limit 2 media

Use back of sheet if necessary and note to read back.

Category List: (Please circle all that apply)

Art media – Indicate media used: _____

Baskets

Bears

Bread dough art

Calligraphy

Candles, beeswax, etc

Ceramic

China or porcelain painting

Clay

Clocks

Clothing – indicate type: _____

Dolls

Floral

Folk / Country

Holidays – Indicate which: _____

Other - Please Describe: _____

Jewelry

Knitting/Crocheting

Lamps

Luggage, handbags

Metal Art – Indicate type: _____

Needlework – Indicate type: _____

Pottery

Quilting

Soap

Soft Sculpture

Stained Glass/glass

Weaving

Wind socks, kites, flags

Wood - Finished

Wood - Unfinished

Each type of merchandise requires a photo set:

Quality photo PRINTS required. NOTE: We no longer accept electronic files

3- Close up photos of each craft item. Used to jury and evaluate your work.

1- Work/Build process for each media

1- Booth set up

I, the undersigned, agree to abide by all of the Lease Term Agreement, which I have read and understand, along with this Merchandise description/photo requirement sheet for the 2018 St. Nick's Warehouse Arts & Crafts show and declare that all the items displayed in my booth/exhibit were made by the crafter named herein.

Business Name: _____

Signature: _____ Date: _____



2018 – Electrical Information and Restrictions

This form **MUST** be included with your application

39th Annual St. Nicks Warehouse Arts & Crafts Show

Dear Crafters,

In order to comply with the City of Sterling Heights Fire Marshal’s office we ask that you fill out and complete this form so that we may review all of the shows electrical needs and requirements for this year’s upcoming show. Even if you do not intend on using electricity during the show you **MUST** sign and return this form with your application in order to be considered for acceptance.

Crafters Name: _____ Phone: _____

All Vendors -

- 18.) Must maintain a power usage of 400 watts Maximum per booth due to limited amperage available.
- 19.) **All** extension cords to be a 3-prong grounded minimum 14-gage wire and cannot be plugged into each other.
- 20.) **NO** household extension cords will be allowed (i.e. 2 prong light duty cords – usually brown or white in color)
- 21.) **ONLY Approved** multi-strip power outlets with “breakers” may be used. They cannot just have an on/off switch.
- 22.) **NO** open flames (candles, Bunsen burners, torches, sterno, etc.)
- 23.) **NO** occlusion of aisles and/or walk ways, exits, fire alarms and/or fire extinguishers.
- 24.) **NO** Smoking – Smoking and/or alcohol is not permitted anywhere on school grounds.

Will you be using electricity? Yes No
 If “Yes” please fill out the following:

Electrical Item

Light Bulbs: Number of bulbs _____ @ _____ watts per bulb = _____ watts
 Light Bulbs: Number of bulbs _____ @ _____ watts per bulb = _____ watts
 Light Bulbs: Number of bulbs _____ @ _____ watts per bulb = _____ watts

Cash Register: Number of _____ @ _____ watts per register = _____ watts

Appliances- List each appliance Type and wattage use
:

_____ using _____ watts = _____
 _____ using _____ watts = _____
 _____ using _____ watts = _____

TOTAL WATTAGE: _____

I, the undersigned, agree to abide by all of the Electrical Information and Restrictions set above which I have read and understand for the 2018 St. Nick’s Warehouse Arts & Crafts show. Failure to comply with items 18-24 at any time during the show can result in immediate removal from the show with loss of both booth space and all rental fees.

Business Name: _____

Signature: _____ Date: _____