



2017 Non-Profit Application
July 21, 22 & 23
Friday/Saturday 10am to 10pm
Sunday 12pm to 5pm



First Name _____ Last Name _____

Business Name _____

Address _____ City _____

State _____ Zip _____ Website _____

Phone _____ Cell Phone _____ Email _____

On Site Contact _____ Cell Phone _____

Fee is based on three-day participation. Prices are based on a 10x10 space.

Kids ZONE	Booth Fee Postmarked by May 1st	Booth Fee Postmarked After May 1st
Single Space 10X10	\$150	\$200

Quantity	Price
_____ 10'X10' spaces only (Must provide your own tent, weights, tables, and chairs)	\$ _____
_____ 1 Non-Refundable Application fee	\$ <u>25.00</u>
_____ Power is not included. 20-amp circuit (\$50). Must provide own cords.	\$ _____

Final Total
\$ _____

Method of payment

Check _____ Visa _____ MasterCard _____ American Express _____ Discover _____

Credit Card# _____ Exp. date _____ CVV (3 digit code) _____

Name as it appears on the card _____

Billing Address: _____

City: _____ State _____ Zip Code: _____

Signature _____

Application MUST BE POSTMARKED by May 1, 2017

Please include ALL of the following items: signed application, signed rules of participation, three photos of your booth and products, payment, and proof of insurance. *All fees must accompany this application. American Express, Mastercard, Discover & Visa payment is accepted.*

Make checks payable to: **Greater Farmington Area Chamber of Commerce**

Mail to: 360 Event Productions, PO Box 210214 Auburn Hills, MI 48359

Questions: 313-402-5657 or jlaw@360EventProductions.com

Special Requests (not guaranteed)

Type of Activity

Be specific with regard to the type of activity planned. Exhibitors will not be allowed to vend or solicit any activity that is not specifically detailed in this application. Exhibitors must also stay within the confines of their booth area. Please state below the exact activity/product demonstration that will occur. ***Only one face painter will be allowed per zone/Crafters Row.***

Authorized

Signature _____ Date _____



2017 Non-Profit Application Rules of Participation July 21, 22 & 23 Friday/Saturday 10am to 10pm Sunday 12pm to 5pm



Please keep a copy of this document for your records

Application Process

A limited number of crafters will be accepted in each media category in order to maintain a balanced representation. Please be sure to return signed application, signed rules of participation, 3 photographs (one current photograph of your work, one photograph of your display AND one photograph of your work in progress) and payment by **May 1, 2017**. If space remains after deadline, applicants may still be considered. Registration fees are NON-REFUNDABLE.

Fees/Booth Space

Booth fee is \$150 per 10'x10' space if postmarked by May 1, 2017. The fee is \$200 after May 1st. Fee is based on three-day participation. A \$25 Non Refundable application fee does apply. Power is not provided, a cost of \$50 for a 20 amp circuit will be added if you need power. A fee of \$50 will be charged for returned checks. Repayment may only be made by money order or certified check.

Please make checks payable to: **Greater Farmington Area Chamber of Commerce**. American Express, Discover, Mastercard & Visa payment are accepted.

Art and Craft Requirements

All work exhibited must be original and handcrafted by the artist. The limited use of manufactured items will be allowed, only if incidental to the final product. The Greater Farmington Founders Festival Committee reserves the right to remove from the show any individual or vendor selling illegal or "knock-off" items or those who have misrepresented their work. Please understand that by sending your application you agree to be at the show all days for the times stated. For the safety of everyone, you will not be allowed to enter the craft area with any vehicle during show hours. You will be able to restock your booth before and after show hours.

RULES

1. Exhibitors are responsible for supplying adequate supplies to operate their booth. This includes, but not limited to: tent, tables, chairs and signage. You must have your tent and other display items properly weighted and with proper electrical hook-ups. Festival staff will check to insure your tent is secure. Stakes are prohibited.
2. All entrants must keep their area clean and sanitary. Trash must be kept in bags or containers. All bags must be sealed and placed in a designated area at the close of each day's operation.
3. All entrants agree to obtain and pay for all necessary permits, including work permits for minors and licenses (including Sales Tax and Use Tax) if applicable, prior to the start of their activity. Any expenses incurred for such permits or licenses shall be in addition to fees paid to the Greater Farmington Area Chamber of Commerce, on behalf of the Farmington Founders Festival.
4. All entrants into the Festival agree to provide, at all times during the Festival, the presence of an authorized representative who will make changes in the operation as may be directed by an official of the Festival committee.

5. **INSURANCE:** All entrants into the Festival shall secure proof of liability insurance coverage for the term of the Festival in an amount of not less than \$500,000 per person and \$1 million per occurrence. The Greater Farmington Area Chamber of Commerce, on behalf of the Farmington Founders Festival and its officers, agents and employees must be named as additional insured. *A copy of the proof of insurance must accompany this application.* Artists are responsible for insurance and protection of artwork and display. Farmington Founders Festival will not be responsible for damage to artwork or display. Any booth with food/edible products must provide proof of liability insurance.

6. All entrants into the Festival agree to **RELEASE, FOREVER DISCHARGE, INDEMNIFY AND HOLD HARMLESS** the Greater Farmington Area Chamber of Commerce, on behalf of the Farmington Founders Festival, 360 Event Productions, its officers, agents, employees and assigns from any cause of action, whatsoever, or any damage caused to persons or property and they agree to assume full responsibility for the same.

7. All entrants into the Festival agree that there is to be absolutely no sub-contracting of space or adding of items that are not specifically listed in this application. If in doubt, consult with an authorized Festival representative.

8. Vending / solicitation outside of entrant's allocated area or along the parade route by entrants WILL NOT be permitted.

9. Set-up day is Thursday, July 20. Time will be determined and **emailed** to all vendors prior to July 20th. Volunteers will be on site to direct you to your location. All vehicles except during loading and unloading, must be parked away from the area of operation. Entrants will not be allowed to work from the tailgate of any vehicle or use a parking space adjacent to or in the near vicinity of the allocated space for the operation of their activity. Vehicles used by entrants must be parked in designated parking areas. Please note: Exhibitors will not be permitted to set-up or tear down during Festival hours of operation.

10. All fees are to be paid in full and submitted with this application. If this application is not approved, fees will be refunded minus the application fee. This application embodies the entire agreement between the parties and there shall be no oral or other agreements existing between parties relating to this transaction, which are not expressly set forth herein. This agreement may not be modified except in writing and approved by a Festival representative.

Signature

Date

Name

Address

Phone

Email

360 Event Productions
PO Box 201214 Auburn Hills, MI 48359 (313) 402-5657
jlaw@360EventProductions.com wwwFOUNDERSFestival.com