

# 33rd ANNUAL BLUEBERRY FESTIVAL CRAFT FAIR APPLICATION

August 11 & 12, 2018

Remit to the South Haven Area Chamber of Commerce - 606 Phillips Street, South Haven, MI 49090

## **EXHIBITOR INFORMATION**

**Please include a reliable e-mail address with application.**

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Business Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Sales Tax ID #: \_\_\_\_\_ E-mail: \_\_\_\_\_

Description of work: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**IMPORTANT:** The Blueberry Festival Craft Fair is a juried show, and is limited to hand-made items only, made by the vendor who will be on site during the craft fair. You must include photos that clearly show that you are making the items you intend to sell at the event. Applications submitted without in-progress photos will not be considered. This rule applies to all entries, even if you have participated in our craft fairs in the past. See Application Requirements on pg 2 for details.

Do You Require Access to Electricity  Yes\*  No  
\*Please note, an electrical inspection fee of \$15 applies

Do You Require Access to Water  Yes  No

The 33rd Annual Blueberry Festival Craft Fair dates are August 11 & 12, 2018. There are 150 exhibit areas measuring approximately 10 feet by 10 feet each. Exhibitors requiring additional display space should consider two or more exhibit areas. The fee per exhibit area is \$145, and \$170 for applications postmarked after April 29, 2018. Exhibit areas are assigned at the full discretion of the Jurying Committee and the South Haven Area Chamber of Commerce. Exhibit area preference will be considered, but not guaranteed. Please refer to the enclosed map regarding the layout for the Blueberry Festival Craft Fair. The City of South Haven's necessity to make modifications to Stanley Johnston Park is out of the control of the South Haven Area Chamber of Commerce and may result in unplanned changes to the show layout.

Location Request: 1<sup>st</sup> Choice - \_\_\_\_\_ 2<sup>nd</sup> Choice - \_\_\_\_\_ 3<sup>rd</sup> Choice - \_\_\_\_\_

*I understand and agree that neither the South Haven Area Chamber of Commerce nor the City of South Haven will be held responsible or liable in any way, whatsoever, for any loss, theft, damage, or defacement of any vehicle or property displayed or used in display of any exhibit, no matter how same may have been caused. **I understand the guidelines and show requirements detailed in this application and by signing below agree to comply with them.***

Signature: \_\_\_\_\_ Name Printed: \_\_\_\_\_ Date: \_\_\_\_\_

METHOD OF PAYMENT	APPLICATION SUMMARY
<input type="checkbox"/> Check # _____ Payable to: SHACC	# Of Booths _____ x \$145/ Booth = _____
<input type="checkbox"/> Credit Card: <input type="checkbox"/> MasterCard <input type="checkbox"/> Visa <input type="checkbox"/> Discover <input type="checkbox"/> AMEX	+ \$25 Applicable Late Fee _____
Name on Card: _____	+ \$10 Parks Donation (optional) _____
Credit Card #: _____	+ \$15 Electrical Inspection Fee _____
Exp. Date: _____ / _____ 3 Digit Verification #: _____	= Total Amount Due \$ _____
Credit Card Billing Address: _____	
City, State & Zip _____	
Signature: _____	Date: _____

# 33<sup>rd</sup> ANNUAL BLUEBERRY FESTIVAL CRAFT FAIR GUIDELINES

Please review these guidelines carefully and retain this portion for your records.



## EVENT DETAILS:

Dates and Times: **August 11, 2018** from 10:00 am to 5:00 pm  
**August 12, 2018** from 10:00 am to 4:00 pm

Exhibit Area: 150 spaces measuring approximately 10' x 10' - *Exhibit areas will be assigned in advance. Limited space is available with over 50 percent of the show already pre-approved. Applications will be juried on a first-come, first-served basis. The Jurying Committee and the South Haven Area Chamber of Commerce reserves the sole right to assign exhibit areas. Exhibitors should be prepared for uneven ground. Exhibitors are required to report to Chamber Central in Stanley Johnston Park prior to setup. (Black star on show map.)*

Exhibitor Fee: \$145 per 10'x10' exhibit area postmarked on or before April 29, 2018.  
\$170 per 10'x10' exhibit area postmarked after April 29, 2018.  
*Payment must accompany application and will be processed upon receipt. Rejected applicants will receive a full refund.*

Cancellation Refund **July 1, 2018** - *Cancellations prior to this date will be subject to a \$25.00 cancellation fee.*  
Deadline: ***Exhibitor fees in full will be forfeited for cancellations after this date regardless of reason.***

**Craft Fair Rules** have been developed to clearly define what you can expect from us and what we expect from you. Please make sure to review the Craft Fair Rules included. If you have any questions, please don't hesitate to ask us.

## APPLICATION REQUIREMENTS:

- Applications MUST include the required Exhibitor fee and your Sales Tax ID Number. The Michigan Department of Treasury governs regulations relative to sales tax and can be contacted at 517-373-3200 or [www.michigan.gov/treasury](http://www.michigan.gov/treasury) regarding the sales tax license or the waiver process. You are responsible for understanding your sales tax obligation and complying with all state and federal regulations.
- Applications MUST include a minimum of six (6) photographs; three (3) of handcrafted products to be sold, two (2) of the artisan crafting the handcrafted products and one (1) of your booth with work displayed. Additional photos may be required based on the diversity and complexity of product to be sold. All photographs must be labeled with applicants name. Photos **will not** be returned and are considered a permanent record of the South Haven Area Chamber of Commerce's files. Applications submitted without photographs and payment will be rejected.
- All crafts displayed and for sale must be the CREATIVE DESIGN OF AND HANDCRAFTED BY THE VENDOR AT THE SHOW ON THE DAYS OF THE EVENT. The Jurying Committee and the South Haven Area Chamber of Commerce reserve the right to reject any applicant prior to or during the show due to product and/or service misrepresentation. **Exhibitors who display items not approved by the Jurying Committee, items not included in the exhibitor's application, and/or not consistent with the show's philosophy will be notified to remove the items from sale up to and including dismissal from the show with full forfeiture of any and all fees paid.** All items on display for sale must represent the handcrafted work submitted on the application form and in the accompanying photographs, be neatly arranged and clearly marked with prices. **NO BUY/SELL OR RESALE.**
- **It is our preference to communicate via electronic mail.** Exhibitors should include a reliable e-mail address on their application. Confirmation regarding acceptance or rejection, site notification, and other pertinent information will be sent via electronic mail. If you do not have access to e-mail this information will be mailed to you via the United States Postal Service and may be delayed.

In 2018 we would again like to raise funds to assist the City of South Haven Parks Program. We are once again requesting that exhibitors consider a contribution toward this program; a \$10 donation is recommended, however, has no bearing upon acceptance to the show.

Please note, camping is prohibited in streets, public parks, and parking lots in South Haven. Camping and lodging information can be found at [www.southhavenmi.com](http://www.southhavenmi.com), and the South Haven Area Chamber of Commerce staff can assist you with locating accommodations through our online Rapid Referral system. Questions regarding this application can be directed to 269-637-5171 or e-mailed to [events@southhavenmi.com](mailto:events@southhavenmi.com). We look forward to working with you in making this a successful show and a positive experience for all.

Susan Diepen  
Assistant Director  
South Haven Area Chamber of Commerce

South Haven Area Chamber of Commerce  
606 Phillips Street, South Haven, MI 49090  
Phone: 269-637-5171 [www.southhavenmi.com](http://www.southhavenmi.com)

# 2018 Blueberry Festival Craft Fair

South Haven, Michigan  
Stanley Johnston Park

### DISCLAIMERS:

- Alterations to the craft fair layout due to park upgrade and improvements by the City of South Haven may occur without vendor notification.

### CRAFT FAIR HOURS

Saturday, August 11, 2018 10:00am to 5:00pm  
Sunday, August 12, 2018 10:00am to 4:00pm

MAP IS NOT TO SCALE

-  Water Source
-  Electrical Source
-  Low Branches
-  Significant Slope

