

24th Annual Saline Craft Show **WAIT LIST**
Saturday, November 13, 2010 **Saline Middle School**

To: **Craft Show Exhibitors**
From: **Cheryl Hoeft, Coordinator; Hoeft Promotions, L.L.C.; and Saline Community Education**

We have scheduled the 24th Annual Saline Craft Show for Saturday, November 13, 2010 at the Saline Middle School, 7190 N. Maple, Saline (located between Maple Road and Saline Ann Arbor Road, Saline). The enclosed application is available for your completion and is **due February 1, 2010**.

In order to maintain a successful show, each applicant's work will be juried by the Saline Craft Show Committee, and the number of participants in each craft category will be limited. Applications are to be postmarked by February 1, 2010. Five (5) close up pictures of the craft items and one (1) of the booth setup are required with the application. Strive for quality prints, as these photos will represent your work and be the basis for the jurying evaluation. We encourage pictures that visually display the quality, variety and uniqueness of your products. If accepted to the show, pictures will be returned on the day of the show; otherwise, pictures will be returned with the letter of denial. Slides are NOT recommended as a substitution. Pictures featuring several craft products are also not recommended, as they fail to show the detail or specific features of the items. Additional pictures beyond the required minimum may be sent and any additional information regarding your product line is encouraged. **Manufactured or "buy-sell" items are not acceptable, and crafters who display this type of item will be eliminated from the show and not be invited back. Jurying occurs both at the time of application and during the show. Please complete all sections of the application accurately and completely. In addition, please review all contractual statements regarding electrical use, parking, subleasing booths and product line acceptance. Violations that affect the quality of the show or safety of customers and crafters alike have occurred in the past and will not be tolerated.**

A concession stand, a bake sale and free parking in adjacent lots will be available at the facility. There will also be free shuttle busses running from local parking areas to the Saline Area Schools Campus for public use. The facility is completely handicap accessible. Strollers will not be permitted during the show hours. A \$3 admission fee will be charged as each patron enters. Boothsitting and unloading assistance will be available for crafters at the optional early setup on Friday night and during the show on Saturday.

We will list email addresses and website links in the program and as links from our website. This option provides additional crafter exposure and, because of the expansion of the program in the past years, will be utilized for publicity purposes before the show and for reference purposes after the show. We print 14,000 copies of the program, and the number of website visits has continuously increased since 2006.

Saline Community Education and Hoeft Promotions will be responsible for the publicity of the event. Our website, www.salineshows.com, will be operational and updated regularly. Plans include wooden signs placed throughout the community, flyers placed in area businesses, newspaper articles, radio advertisements and print advertisements in all area newspapers including The Livingston Country Press, The Ann Arbor News and The Ann Arbor Observer. Flyers will also be available to participating crafters to distribute to their customers. Available statewide craft publications will also be utilized including several internet sites, The Michigan Crafter and other major sources.

This one-day show has rapidly expanded in the last 20 years resulting in over 200 crafters and attendance reaching 10,000 people in 2009 alone. We invite you to display your product line.

We look forward to your participation at the Saline Craft Show on Saturday, November 13, 2010

OVER PLEASE



TERMS OF LEASE – Saline Craft Show

Application Deadline: **ASAP**
Setup Date & Hours: **Friday, November 12, 2010** **Exact Time TBD**
Saturday, November 13, 2010 **6 am – 8 am**
Show Date & Hours: **Saturday, November 13, 2010** **8 am – 3:30 pm (7 am – selected early shoppers)**
Location: **Saline Middle School, 7190 N. Maple, Saline – between Saline Ann Arbor and Maple, Saline**
Directions: **Exit 34 on US 23, West on Michigan Avenue, North at the light on Saline Ann Arbor Road, 0.8 miles to Saline Middle School or Exit 175 on I-94, South on Saline Ann Arbor Road into Saline**
Booth Rental Fees: **\$5 NON-REFUNDABLE APPLICATION FEE (see insert)**
\$184 per booth (100 sq ft) or \$165 per booth (60 sq ft), \$20 per table (approximately 4-5’), \$25 for electricity (MAXIMUM OF 600 Wattage: see #17 below)
Optional 11/13 program/website listing: Email \$5, Website address \$20, Phone \$10
Contact person: **Cheryl Hoeft (734) 429-5922 Diana Short (734) 429-9312**
Email jchoeft@mich.com Fax (734)429-8025 Website www.salineshows.com

Hoeft Promotions, L.L.C. Agrees:

1. To promote the craft show locally as well as advertise in major publications and statewide craft brochures.
2. To furnish contracted space, reserving the right to modify requests in the best interests of the show.
3. To notify crafters of their booth assignment by October 1, 2010.
4. To nullify the lease agreement and refund rental fees in the event of a natural disaster (fire, flood, etc.) that makes it impossible to hold the Saline Craft Show.
5. To hold all wait list applications until or if an opening occurs. No booth fee will be collected until a booth becomes available.

Craft Show Exhibitors Agree:

1. That all items MUST BE CRAFTED by the exhibitor who is also required to be at the show personally. Non-compliance with this lease term could result in elimination of the crafter from the show or cancellation of their placement. No sales representatives or dealers are permitted.
2. That their exhibits will be limited to items submitted for jurying. If you wish to add an item after jurying, submit additional photographs and a detailed description of the item no later than October 1, 2010 for evaluation.
3. That there will be no increase/decrease/percentage off in product line prices on November 13.
4. That objectionable items will be removed at the request of the Craft Show Committee.
5. To provide an attractive booth including table coverings and other materials to accentuate the marketing of the booth and that all crafter displays will be setup and said crafter will be at the show by **7 a.m. on November 13, 2010**
6. That your assigned booth will be occupied by 7 am on November 13, 2010 or it may be forfeited with no refund or allowance whatsoever. If an emergency arises the day of the show, please call (734) 320-6678 or leave a message at (734) 429-5922 (this phone will only be an answering machine) with your emergency message and phone number for contact.
7. To remain at the show and not begin dismantling the booth until 3:30 pm on November 13, 2010.
8. To not sublet or apportion space to anyone else. This includes selling another crafter's raffle tickets or product line, allowing another crafter to share your booth or any other related activity.
9. That after unloading, all vehicles/vans/trailers of a crafter and their personnel will be moved to an assigned parking area – most likely not on the Saline Area Schools campus. ALL VEHICLES WILL REMAIN IN THAT LOT UNTIL 3:45 pm on November 13, 2010. Any vehicles remaining in the show area or fire lanes during these hours may be towed away at the owner's risk and expense.
10. To vacate the booth clean and to dispose of all trash by 6 pm on November 13, 2009 – an additional charge (\$11 for every 5 minutes) will be made for custodial fees.
11. To display a valid sales tax license or obtain a temporary license from Hoeft Promotions on the day of the show.
12. That this application is a commitment to the show and that cancellations received after February 20, 2009 will result in a forfeiture of 100% of the rental fee. Cancellations should be made by phone and then confirmed in writing.
13. That all booth assignments and decisions of Hoeft Promotions will be final. THERE WILL BE NO SWITCHING OF BOOTH ASSIGNMENTS. This includes reselling the booth to another crafter and subletting or apportioning space to another crafter.
14. To provide your own insurance. Any and all claims must be waived and crafters must release all rights to claims for damages against Saline Area Schools, Saline Community Education, Hoeft Promotions and its agents, representatives, volunteers and successors for any and all injuries suffered while at the show or which may arise from traveling to, participating in or returning from the event. All products left overnight on Friday, November 13 due to early setup are left at the discretion of the crafter, and the above claims for damages apply.
15. That any and all property of the crafter is the sole responsibility of that crafter while on the premises, even during loading and unloading.
16. To grant Saline Area Schools, Saline Community Education and Hoeft Promotions permission to use images of my product line and my name on their website and other marketing materials for the promotional purposes of the show including requested email addresses and website links.
17. **To cooperate on the ELECTRICAL STANDARDS of 600 MAXIMUM WATTAGE due to limited amperage availability. Bulbs are of the crafter's choice and a continual check throughout the show will monitor usage. All extension cords used at the show must be the heavy duty, three wire type.**
18. That crafters found in violation of the Lease Agreement may have their exhibit removed from the current show and/or be excluded from future shows at the sole discretion of Hoeft Promotions and Saline Area Schools who will not be held liable for direct, indirect, incidental, special or consequential damages resulting from such action.
19. That this contract constitutes the entire agreement between Hoeft Promotions/Saline Area Schools and the crafter and that no modification shall be valid unless presented in writing and signed by the parties or their representatives.
20. That a \$35 fee will be charged for any check returned by the crafter's bank.

SHOW APPLICATION
Saline Craft Show 2010
Saturday, November 13, 2010

<u>Office Use Only</u>
Amount: _____
Check: _____
Booth Number: _____

Name _____ Tax Number _____ Home Phone () _____

Business Name _____ Work Phone () _____

Address _____ Email address _____

City _____ State _____ Zip _____ Fax number () _____

PROGRAM INFORMATION Crafter last name(s) for program – Maximum of 14 spaces _____
 Product line – Maximum of 14 spaces _____

Participation in previous Saline Craft Show 86 87 88 89 90 91 92 93 94 95 96 97 98 99 00 01 02 03 04 05 06 07 08 09
 List merchandise; please be **specific** and refer to the media categories listed on the back of this sheet (circle those which are appropriate) Any pricing information or other product facts regarding production would be appreciated for jurying purposes.

What are your new 2010 products? (Required information of ALL crafters)

PICTURES – 5 OF YOUR PRODUCTS AND 1 OF YOUR BOOTH SETUP

CRAFTER REQUESTS Requests will be honored to the best of our ability.
 Number of booths (\$185 each) _____ 100 sq feet Number of booths (\$165 each) _____ 60 sq feet

Number of 4-5' tables (\$20 each) _____ Electricity (\$25 PER BOOTH) TOTAL 600 WATTAGE PER BOOTH Yes / No
 E-mail Address in show program/website(\$5)Yes / No URL/Website Address in show program/website(\$20)Yes/No
 Phone Listing in show program/website (\$10) Yes / No

FOR PROGRAM GUIDE

E-mail Address _____ URL/Website Address _____ Phone () _____

Please enclose a check (made payable to Saline Area Schools) with your application: for the \$5 non-refundable application fee
 Booth fees will be collected when a booth assignment is made by Saline Area Schools/Hoeft Promotions

I hereby agree to abide by all Terms of Lease for the 2010 Saline Craft Show and pledge that materials displayed in the exhibit are made by the crafter hereafter named.

Signature _____ Date _____

SASE not required

Due By: ASAP Return To: **HOEFT PROMOTIONS, PO BOX 37, SALINE, MI 48176** OVER PLEASE

NOTE: THERE WILL BE NO CONFIRMATION BY SALINE AREA SCHOOLS OR HOEFT PROMOTIONS of receiving this application, but do not hesitate to call 734-429-5922 or email cheryl.hoeft@gmail.com to check your status

CRAFT MEDIA CATEGORIES

Circle appropriate ones

Art media – indicate media used:	Pottery
Baskets	Quilting
Bears	Soap
Bread dough art	Soft sculpture
Calligraphy	Stained glass, glass
Candles, beeswax, etc	Theorem painting
Ceramic	Tole painting
China or porcelain painting	Weaving, spinning
Clay	Wheat weaving
Clocks	Wind socks, kites, flags
Clothing – indicate type:	Wood – finished
Dolls	Wood – unfinished
Floral	Other – please describe specifically:
Folk / Country	
Holidays – indicate type:	
Jewelry	
Knitting, crocheting	
Lamps	
Luggage, handbags	
Metal art – indicate type:	
Needlework – indicate type:	