

# Blissfield River Raisin Festival 2017

## Craft Vendor Application and Rules

**Bachmayer and Ellis Parks, Blissfield, MI**

### **Festival Dates and Hours of Operation:**

Thursday, July 13 [5PM-10PM]

Friday, July 14 [1PM-10PM]

Saturday, July 15 [11AM-10PM]

This is a three day outdoor booth rental

**To confirm space availability, contact:**

[rrf.vendors@gmail.com](mailto:rrf.vendors@gmail.com)

**Email is the preferred method of contact**, as it is difficult to answer our phones during the workday. However, if you do call, please **leave a message** so we can get back to you as soon as possible.

Cassie Loar (517-759-8384)

Emily Wolfe (517-759-0954)

If any section of this contract is breached you will be dismissed early with NO REFUNDS.

**Booth fee is non-refundable after June 24th.**

No teardown will be permitted prior to the end of the Festival Hours. The Festival assumes no responsibility for any lost, damaged or stolen articles. The Festival retains the right to reject any vendor. Exhibitors are responsible for their own sales tax, licenses, and fees.

**River Raisin Festival Vendors**

**Return application with check payable to:**

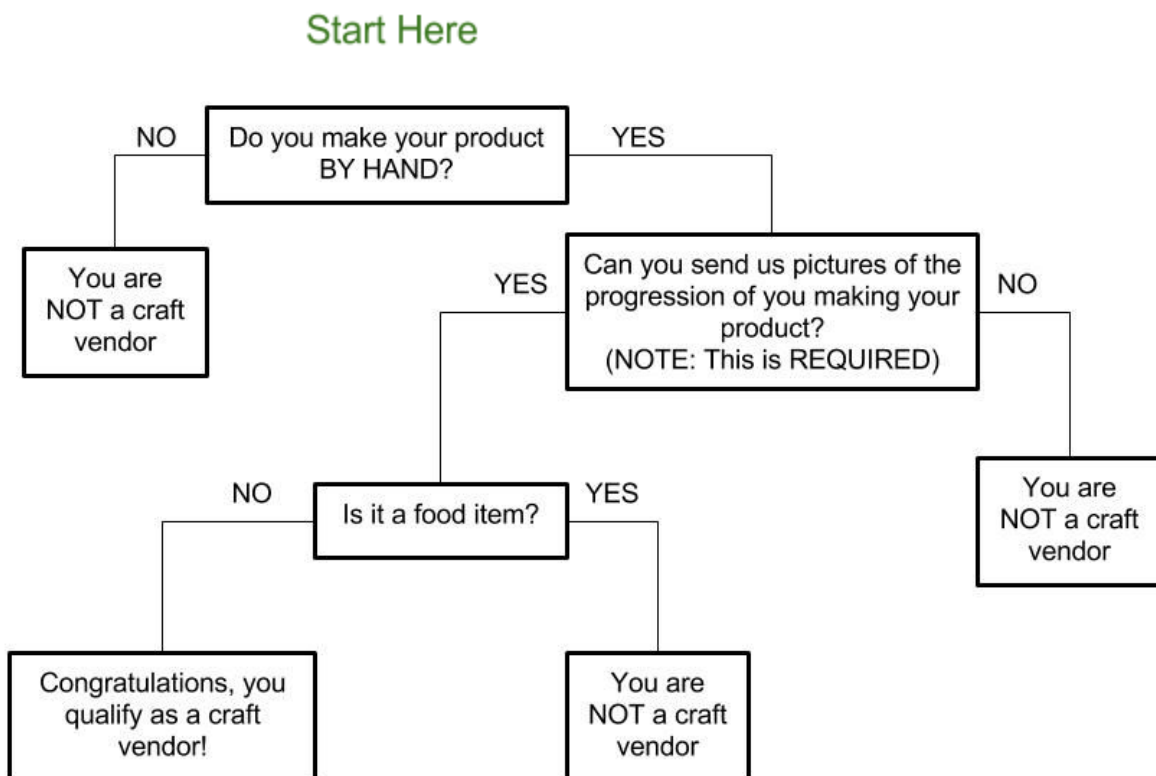
**P.O. Box 136**

**Blissfield, MI 49228**

# **WHAT IS A CRAFT VENDOR?**

Craft: /kraft/ (noun); an activity involving skill in making things by hand.

Use this flow-chart if you are unsure of your vendor status.



## PRICING

### Booth Fees

\*\*\*Payment by check, money order, or cashier's check only\*\*\*

\*Credit Cards and cash are **NOT** acceptable forms of payment\*

10' x 10'	\$70
10' x 20'	\$140
Over 20'	E-mail for pricing

This is an outdoor event. We do not provide tents, tables, or chairs.

Your spot will only allow for one open side, facing the walkway. Accommodations will not be made to expand your display.

Booth dimensions are 10 feet deep and 10 or 20 feet long.

Booth location will be determined by the vendor chairs. Relocation is prohibited. (We work hard to organize the festival grounds in a way that will benefit everyone.)

**Booth extensions [roaming vendor carts and roaming salesmen] prohibited.** You are not entitled to reminders of this regulation; if you violate this rule, you will be asked to leave with no refund of booth fees or security deposit.

Booth spaces are designated on a first-come-first-served basis

Security will be provided daily, as well as overnight to ensure the safety of our vendors and patrons. However, detachable sides are recommended on tents to deter any vandalism and/or weather damage to product overnight.

**PRICING**

Security Deposit

\*\*\*Payment by check, money order, or cashier's checks only\*\*\*

\*Cash and Credit Cards are **NOT** acceptable forms of payment\*

Craft Vendor	\$25
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Security deposits **required** in addition to booth price.  
[i.e. booth price of \$70 + security deposit \$25 = total \$95]

Booth spaces will not be designated without the required security deposit.

**Security deposits should be written as a separate check.**

Following the designated hours of operation of the festival, security deposit checks can be picked up at the hospitality tent following ticket drop prize pick-up on Saturday night before 10:00pm. If they are not picked-up at that time your security deposit will be forfeited.

Security deposit return will be at the discretion of vendor chairs - any breach of contract will result in forfeit of security deposit.

**PRICING**

Electric

\*\*\*Payment by check, money order or cashier's check only\*\*\*

No credit cards or cash will be accepted as payment

Electricity	\$20
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100' outdoor extension cord required for electrical access.

Electricity must be requested on application, it ***will not be provided after arrival at the park.***

There is limited lighting provided by the park. Lights will be turned off on Friday night during the fireworks show [approximately 10:00 PM].

Electric fee is in addition to the booth price AND security deposit.

[i.e. If you require a 10'x10' booth with electricity, the fees are:  
\$70 + \$20 + \$25 = \$115]

Electric fee **can** be written into the check for booth fees [i.e. \$70 + \$20 = \$90]

### **PRICING SUMMARY**

Checks will not be accepted after June 24.

ALL FEES DUE PRIOR TO SET-UP.

Checks must be written as follows:

1. Booth fee [+ electricity if necessary]
2. Security deposit

**PAYMENT BY CHECK, MONEY ORDER, OR CASHIER'S CHECK ONLY-** No credit cards or cash will be accepted as payment method.

### **SET-UP**

Set-up times are as follows:

Wednesday July 12, 2017	1:00 PM - 5:00 PM
Thursday July 13, 2017	1:00 PM - 4:00 PM*

**\*Must be set-up, ready to operate by hours of operation listed on page 1.**

Vendors are not required to be on park grounds for set-up or operation on Wednesday, however, the carnival will be operating that night. This is a carnival preview night, not a scheduled night of the festival, but you will be allowed to operate at your own discretion.

The festival officially begins Thursday at 5 PM. After this time, no vehicles will be permitted on park grounds. Vendors must abide by festival hours.

The parade will be Saturday morning at 10 AM and the festival will officially begin at 11 AM this day.

Tear-down can begin following ticket drop prize pick-up on Saturday night. Many patrons will still be walking through the park, please be considerate.

## **Parking**

### **Parking for all patrons and vendors is off-site.**

To set-up, vendors may drive on premises and drop off any equipment or merchandise necessary to operate for the day. Vendors may also bring vehicles down to their booth following hours of operation each day to tear-down [if they wish] upon leaving for the night.

A local church on 223, adjacent to the park grounds, graciously offers handicapped parking on a first-come, first-served basis to handicapped vendors and patrons.

The River Raisin Festival Committee reserves the right to have any vehicles towed which are parked on festival grounds once hours of operation begin.

If space allows, the festival committee MAY designate vendor parking in an unused section of the festival grounds. This opportunity is not guaranteed, but if possible will first be offered to vendors, then used as additional handicapped parking.

## **Off-Site Parking**

A free village parking lot east of the park is open on a first-come first-served basis. This parking lot can be seen from the traffic light downtown, and is a short walk from park grounds.

Parking is available on side streets surrounding park grounds as posted signs and temporary police orders allow.

Some businesses or community members may open up private parking lots and charge a fee for convenience of parking - this is in no way affiliated with the Festival or its committee.

## **Campers**

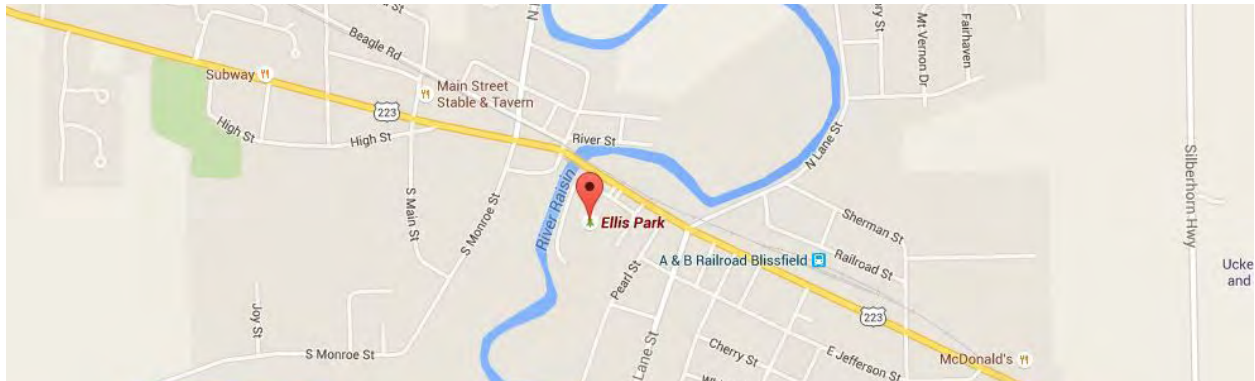
If you are planning on bringing an RV/ camper to stay locally, we have included a few suggestions for campgrounds and parks in the surrounding area, and an approximate time from location to our park grounds:

Monroe Co./ Toledo North KOA (17 min)

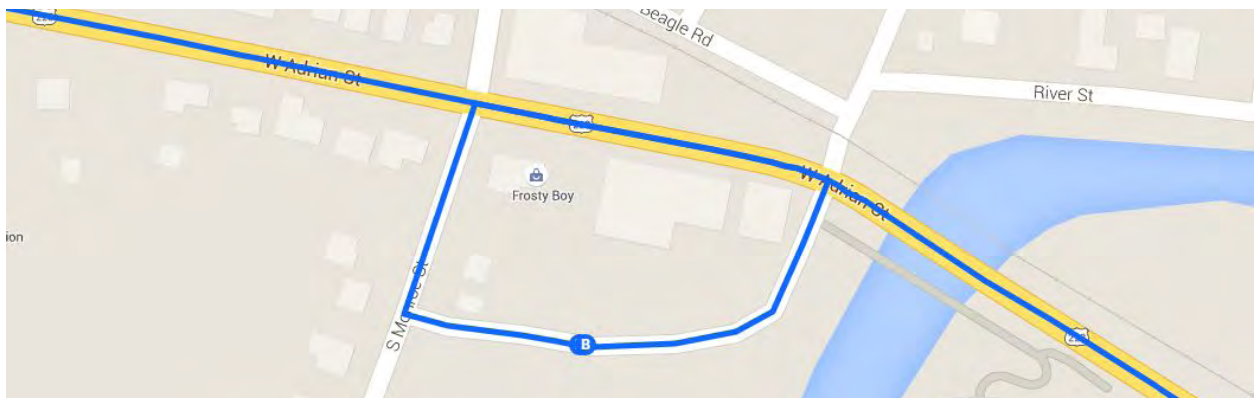
Totem Pole Park (20 min)

Pirolli Park (17 min)

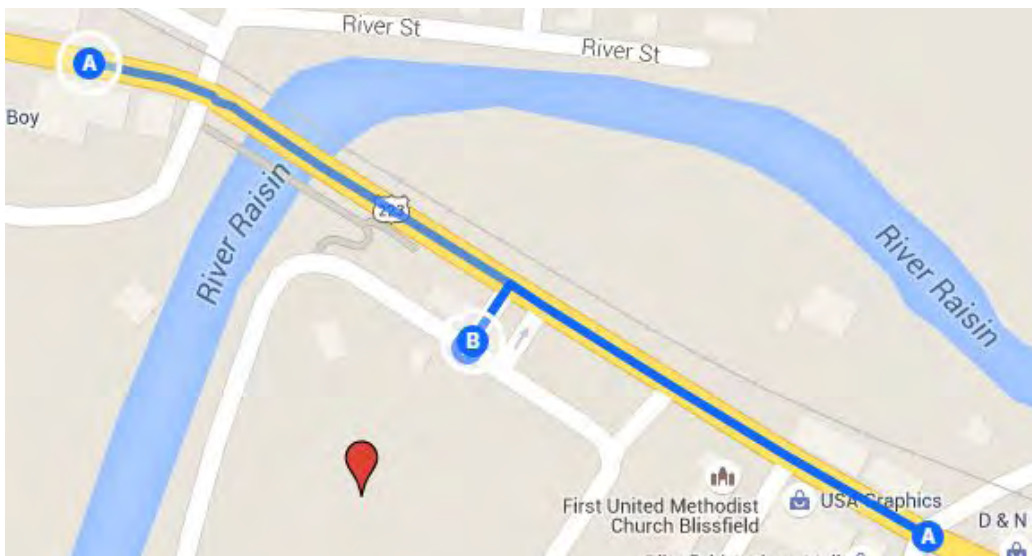
**Location:**



**Entrances to Bachmayer Park (West of River Raisin):**



**Entrance to Ellis Park (East of River Raisin):**



## RULES

Rules and regulations set by the River Raisin Festival Committee must be abided by, in our best attempt to keep all vendors and patrons safe and happy with their experience. Rules are as follows:

All fees are due prior to set-up.

No sales of guns, ammunition, knives, or other weapons permitted.

No roaming vendors (i.e No roaming carts, vendors must stay in designated areas).

No booth relocation. The park is organized in a way to benefit everyone involved.

Parking is off-site. No vehicles will be permitted in the park during hours of operation.

All vendors must abide by festival hours.

A photo of you making your product is required for acceptance as a craft vendor at this event.

If it is discovered that you have provided falsified information to obtain craft vendor status when you indeed are not, you will be asked to pay the difference and will be required to forfeit your security deposit.

Sites must be reserved by Friday, June 24.

A 100' outdoor extension cord AND fee is required for electrical access.

No teardown will be permitted prior to the end of the Festival Hours.

The Festival assumes no responsibility for any lost, stolen or damaged articles.

The festival retains the right to reject any vendor.

Exhibitors are responsible for their own sales tax, license, and fees.

Any breach of contract will result in forfeiture of your security deposit.

Be respectful and have fun!



# CRAFT APPLICATION

**REMINDER:** DOUBLE CHECK THE ACCEPTED PAYMENT OPTIONS

## BOOTH SIZE

Check one:

<input type="checkbox"/>	10' x 10' (\$70)
<input type="checkbox"/>	10' x 20' (140)
<input type="checkbox"/>	Over 20' [E-mail for pricing]

## ELECTRICITY

Check one:

<input type="checkbox"/>	YES (\$20)
<input type="checkbox"/>	NO

Total Payment 1: \_\_\_\_\_ (Booth fee, optional electrical access)

## SECURITY DEPOSIT

<input type="checkbox"/>	Required (\$25)
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Total Payment 2 [NO CASH ACCEPTED]: \_\_\_\_\_ (Security Deposit)

Applicant Name: \_\_\_\_\_

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

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

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

Phone 1: \_\_\_\_\_ Phone 2: \_\_\_\_\_

Email: \_\_\_\_\_

Type of display/activity: \_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

I hereby confirm that I have read and accepted all terms and conditions presented in this contract.

**Committee Use Only:**

Booth Fee: \_\_\_\_\_ Security Deposit: \_\_\_\_\_ Electricity: \_\_\_\_\_