

2018 Napoleon Spring Craft Fair Application

Early-Bird Return Vendor: Vendors who participated in the December 2017 show can reserve a booth for **\$30** if their applications are received and/or postmarked **by Friday, February 23rd**.

Early-Bird New Vendor: New vendors can reserve a booth for **\$35** when their applications are received and/or postmarked **by Friday, February 23rd**.

Regular Registration: Vendors can reserve a booth for **\$40** when their applications are received and/or postmarked **by Friday, March 23rd**.

Late Registration: Vendors can reserve a booth for **\$45** when their applications are received and/or postmarked **after Friday, March 23rd**.

No applications will be accepted after April 9th. No refunds will be given.

Please Send Payment:

Attn: AIMS Craft Show
204 West Avenue
PO Box 308
Napoleon, MI 49261

Where: Napoleon Middle School

When: Saturday, April 21, 2018

9:00 a.m. to 3:00 p.m.

VENDOR APPLICATION

Business Name: _____ Vendor Name: _____

Address: _____ City: _____ State: _____ Zip: _____

Contact Phone: _____ Email: _____

Art/Craft Media: _____

Special request/space request: _____

Booth Fees

Returning Vendor before Feb 23rd...\$30: _____

New Vendor before Feb 23rd.....\$35: _____

Postmarked Feb 24th to Mar 23rd....\$40: _____

Postmarked after Mar 23rd.....\$45: _____

Extras

Additional Booth Space.....\$25: _____ per booth

Table (approx. 2'x4').....\$5: _____ per table

Electricity.....\$5: _____ per booth

(Limited, reserved in order of reservations & payment received. You will need to supply your own extension cords. Recommend 25' minimum length.)

Total Payment Due: _____

I have read the enclosed rules and regulations of this show and agree to abide by them completely.

Signature: _____ Date: _____

**Please make CHECKS OR MONEY ORDERS payable to: *Napoleon Middle School*,
noting "CRAFT SHOW" in the memo field.**

Office Use Only

Date Application Received: _____

Accepted: _____

Amount Payment Received: _____

Email Sent: _____

2018 Napoleon Spring Craft Fair Application

The 2018 Napoleon Spring Craft Show is presented by the AIMS Parent Group of Napoleon Middle School. AIMS reserves the right to admit or deny any exhibitor's application. Crafts and artwork must be appropriate for a school-sponsored activity.

Applicant agrees to participate in the 2018 Napoleon Spring Craft Fair, to be held on SATURDAY, APRIL 21st: 9 am – 3pm at the Napoleon Middle School. The vendor booth fee is for a 6'x10' space. Advertising for the craft show will be provided via the web, in print, and person to person. We welcome and appreciate everyone's help using their own form of advertising in order to spread the word.

The admission fee will be \$1.00 per person, kids under 12 free. Visitors will enjoy a festive atmosphere, food, & the ability to purchase your products. The proceeds from the craft show will be used in support of extracurricular middle school activities including: 8th grade class trip, 7th grade class trip, student activity nights, technology for hands-on learning, and library upgrades.

SET-UP: Set-up begins at 7:00 a.m. on Saturday, April 21, 2018. All set up must be completed by 8:45 a.m. The show begins promptly at 9:00 a.m. Arrangements for early set up on Friday evening can be made by special request.

EXHIBITS: Exhibitors may bring their own table(s) or booth set up that will fit in the provided space, approx. 6'x10'. Up to three (3) tables approx. 2'x4' may be available for rent. Tables must be skirted. Keep aisles clear at all times. If using electricity, bring a heavy-duty 25' extension cord. Outlets are limited and are on a first-come first-served basis with paid registration.

EXHIBITORS: Exhibitors must not tear down or begin to pack up until 3:00 p.m. No resell or exchange of booth locations with other exhibitors is allowed.

EXHIBITOR'S LIABILITY: Exhibitors must accept full responsibility for any loss, injury, or damage to person or personal property that may be sustained while on said property. AIMS will exercise every possible care and precaution, but will assume no responsibility whatsoever for any property in the exhibit areas, on the premises, or in any of the parking area.

BOOTH RESERVATION: **Payment in full must accompany signed contract at time of applying.** Payments can be by check or money order. Make all checks and money orders payable to: *Napoleon Middle School*, noting "Craft Show" in the memo field. Applications will be accepted until Monday, April 9, 2018, or until show is full. Only ONE booth per direct sales company allowed. **Absolutely no refunds.** Confirmation of application acceptance and details will be emailed to you unless otherwise requested.

FOR FURTHER INFORMATION, PLEASE EMAIL NapoleonAIMS@gmail.com