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Dear Artist:

The **36th Annual Allen Park Arts and Crafts Street Fair** will be held **August 4-5, 2017**. In keeping with the Allen Park Fair's long-standing reputation for high quality crafts and great live music, we will continue to be paying particular attention to selecting quality, original handmade items.

We are asking all Artisans to only apply with original handmade crafts; manufactured items are not acceptable.

The application process is simple:

- 1. APPLICATION.** Applications are being accepted via ZAPP. In very limited circumstances, **for returning crafters only**, application can be submitted via paper. The application can be downloaded at <http://www.allenparkstreetfair.org>. To retain your 2016 space assignment, please complete the application form and return it with the jury fee and other required materials, by **March 15, 2017**. A second round of jurying will occur in May with applications due by May 12, 2017.
- 2. PHOTOS.** Photos must be either be submitted on CD or printed on photo quality paper. Please choose your photos wisely – this is the only method the jury has to judge the quality of your product. CDs will be returned if a mailer is provided.
- 3. STATUS NOTIFICATION.** Once your application has been juried you will receive your status notification. *Do not send booth fee prior to receiving this status notification letter.* If accepted, you will be instructed as to the deadline to return your required entrance fee.
- 4. REFERRAL BONUS.** This year we are offering a \$25 bonus to returning vendors who refer a new vendor. If the new vendor applies, is accepted by the jury, and attends the fair the referring vendor will receive a \$25 gift card at the fair. The new vendor must list the referring vendor on his/her application.

Artists returning incomplete applications will not be accepted for participation. Please use the checklist on the application to ensure you have submitted all necessary information.

Thank you for your interest in the 2017 Allen Park Arts and Crafts Street Fair. If you have any questions or concerns, please contact the Allen Park Festivities Commission at **734-258-7720** or applications@allenparkstreetfair.org

Sincerely,

Allen Park Festivities Commission

36th Annual Allen Park Arts & Crafts Street Fair

August 4-5, 2017 ♦ 10:00 a.m. - 9:00 p.m.

www.allenparkstreetfair.org

Office Use Only)

Artist Vendor Application

Applications must be in the name of the original applicant and spaces are non-transferable to other parties.

CHECKLIST

- Completed and signed application form
- Five (5) photos of each category of items
- Written Description
- Self-addressed, stamped #10 envelope
- \$25.00** check or money order for jury fee

First Last Business Name

Address Phone Cell Phone

City State Zip Email

Sales Tax Number

I plan to bring the following original handmade items (*check all that apply*).

Work must be designed and created by the Artist. Please include 5 photos: one showing the process, one booth shot and three completed items – *minimum of 5 photos per category.*

- | | | | |
|------------------------------------|--|------------------------------------|---|
| <input type="checkbox"/> Candles | <input type="checkbox"/> Ceramics | <input type="checkbox"/> Clothing | <input type="checkbox"/> Floral |
| <input type="checkbox"/> Glass | <input type="checkbox"/> Items for Pets | <input type="checkbox"/> Jewelry | <input type="checkbox"/> Photography |
| <input type="checkbox"/> Pottery | <input type="checkbox"/> Prints/Drawings/Paintings | <input type="checkbox"/> Sculpture | <input type="checkbox"/> Specialty Food |
| <input type="checkbox"/> Stitchery | <input type="checkbox"/> Textile | <input type="checkbox"/> Wood | <input type="checkbox"/> Other _____ |

Please provide a written description of the process used to make your original handmade items.

Electricity is available for sidewalk spaces for \$40. One extension cord per sidewalk vendor. If you are interested please list the items you would be plugging in: _____

Price range of items: _____ Have you had space in the fair before: YES NO # of Years: _____

Booth:

- Type of Booth Requested: Single Center \$175 Single Sidewalk \$200 Single Sidewalk w/Electricity \$240
 Double Center \$325 Double Center End \$375 Double Sidewalk \$375 Double Sidewalk w/Electricity \$415
 Specialty Food (edible at fair) \$300

If available, would you like the same space as last year?: YES NO

If your space is not available or you would like to be relocated, what kind of a space do you need?

- Sidewalk Sidewalk w/Electricity Street Corner _____

- Enclosed is my **\$25.00** check for the **non-refundable jury fee**, five (5) photos **per category**, written description, and a **stamped, self-addressed #10 – legal sized envelope**. I understand the rules and I agree to abide by them. I understand failure to comply with the rules will jeopardize my participation in future fairs.

Signature: _____

Date: _____

Please make your check payable to: **ALLEN PARK FESTIVITIES COMMISSION** and return, with application to:

Allen Park Street Fair
PO Box 70
Allen Park, MI 48101

All crafters are juried and prior participation does not guarantee acceptance.

OFFICE USE ONLY:

\$25.00 Jury Fee Received YES NO Date: _____ CD Received: YES NO

Accepted Rejected Wait List

Date Entry Fee Received: _____ Fee Submitted: \$ _____ Date: _____

36th Annual Allen Park Arts & Crafts Street Fair

August 4-5, 2017 ♦ 10:00 a.m. - 9:00 p.m.

Rules and Regulations

ARTWORK:

- All work must be of fine quality and the original work of the entrant. Items such as imports, velvet paintings, manufactured or kit jewelry, or any commercially (*factory*) produced merchandise is not eligible for exhibit or sale.
- A Prize will be awarded for “Best in Show” \$500
- No raffles allowed without permission of Commission.

ENTRY:

- All applicants must submit **five (5) photos** of each category of work to be exhibited.
- Each application must also include a written description of the process used to make your original handmade items.
- The completed application form must accompany the pictures along with the required non-refundable **\$25** jury fee.
- A stamped, self-addressed, size 10 (*legal*) envelope **must** be included with application.
- All vendors must have a Michigan Sales Tax License.

SPACE ASSIGNMENT:

- Set-up space is **10' x 10' and is strictly enforced.**
- Artists must provide chairs, tables, and other display equipment.
- Vendors may not sell or give space to another artist. Space may be shared only if so requested when application is returned.
- Electricity is available for sidewalk spaces for \$40. One extension cord per vendor.
- Items must not extend beyond allotted areas and vendors may not move from their designated space.
- Booths must be kept neat and attractive at all times during the fair.
- If you must leave the fair due to an emergency, please notify the AP Festivities Commission.
- Allen Road will be closed to all vehicular traffic Thursday at 5:00 p.m. **No vendor vehicles will be allowed to enter after 9:00 a.m. Friday.**
- DO NOT LEAVE DEBRIS ON THE STREET AT CLOSE OF FAIR.

FEES:

- Each entry must include the **\$25.00** non-refundable jury fee made payable to the ALLEN PARK FESTIVITIES COMMISSION.
- If your application is accepted you will be notified with the date your booth fee is due.

NO REFUNDS WILL BE ISSUED AFTER JULY 15, 2017.

Participants who fail to comply with the stated rules and regulations will not be allowed to participate in the following year's fair.