

2018 St. Johns Mint Festival Flea Market Application
August 10-12, 2018

NAME _____ PHONE _____

BUSINESS NAME _____

ADDRESS _____

CITY _____ STATE _____ ZIP _____

EMAIL _____

Booth Space: Indicate the size booth you need: ____ 15' across X 10' deep, or ____ 20' across X 10' deep
All sites are in our city park – some have shade, some do not!

Booths requested _____ @ \$100 each \$ _____

Parking of stationary storage vehicle behind booth – limited availability \$15 each \$ _____

Self Contained RV Camping (no other vehicles) west of vendor parking – limited availability
(no dumping of water and/or waste, no tents, no water & electric hookups available) \$15 each \$ _____

TOTAL ENCLOSED (make check payable to: St. Johns Mint Festival) \$ _____

_____ I authorize you to charge \$ _____ to the following card for my Mint Festival Booth and/or insurance: ____ American Express ____ Discover ____ MasterCard ____ Visa
Card # _____ Exp. Date _____ 3 Digit SIC code (from back of card) _____
Name as it appears on the card: _____
Billing Address _____
Signature _____ Date _____

No dogs or other animals are allowed on the festival grounds. Also, animals can not be left in vehicles in vendor parking throughout the day. The only exception is if you need a leader dog. If that is the case, please provide the following information: Breed _____ & License Tag # _____

MICHIGAN SALES TAX# (required information): _____
Don't have a Sales Tax number? -contact the MI Treasury at 517-373-3190 & send us a copy of the form they provide..

PARKING INFORMATION (for you vehicle that will be parked in vendor parking lot):
VEHICLE (description) _____ LICENSE PLATE# _____
For your stationary storage vehicle that will be parked behind your booth:
VEHICLE (description) _____ LICENSE PLATE # _____

Please list all the items you will be selling at the 2018 St. Johns Mint Festival (use back of application if needed):

Vendors are not allowed to sell or give away live animals, reptiles, bottled water, knives, guns, swords or similar merchandise. We encourage all merchandise to be on tables!

**Your application will not be accepted and considered complete
Unless the back side is complete and the general release is signed.**

You must check yes or no on each of the following questions for your application to be considered complete

Application

Checklist:

Have you read, agreed to the release & signed this application? Yes _____ No _____

Are all the items you will be selling listed on the application? Yes _____ No _____

Have you included your booth rental fee? Yes _____ No _____

Have you included your sales tax # Yes _____ No _____

Location

Were you a vendor at the 2017 Festival? Yes _____ No _____

Preference

Do you wish to have the same booth space? Yes _____ No _____
(To receive space preference-Applications must be received by March 1, 2018)

If a 2017 vendor, what was your booth # _____

If you were a 2017 vendor and would like in another area, what space # would you like? _____

(understanding that we will not be able to make any booth changes until we give all return vendors the opportunity to have their space back by March 1, 2018)

ACCEPTANCE OF RULES AND GENERAL RELEASE: I/We the Exhibitor(s) have read the rules and regulations pertaining to the St. Johns Mint Festival and agree to abide by the said conditions. I/We understand that if this application is not accepted, all fees will be returned by mail. I agree to abide by any decision of the Mint Festival Committee relative to my participation. I agree to assume all risks associated with participating in this show, including but not limited to, falls, the effects of the weather and any other loss, cost or damage. Having read this release and in consideration of you accepting my entry fee, I agree to waive, release, and hold harmless, the St. Johns Mint Festival Committee, Clinton County Chamber of Commerce, the City of St. Johns, Clinton County, St. Johns Public Schools, any other sponsors, all other workers and volunteers, and all the agents, servants, employees, workman, and factors from any and all claims, liabilities, demands, damage, loss, cost and expense, of any kind arising out of my participation in this event.

I agree that if the Mint Festival Committee finds any of the items I am selling to be in bad taste, they will be removed immediately. I understand the show hours are incorporated around family activities including children.

I understand the St. Johns Mint Festival has the right to reject my application. I understand that if I cancel my participation in the festival after my check has been cashed, but before a confirmation has been mailed, the festival will maintain a \$25 processing fee. **I understand that if I cancel my participation in the festival after my check has been cashed and a confirmation has already been mailed, the entire fee is non-refundable.**

Signature _____ Date _____

Print Name _____

2018 St. Johns Mint Festival

Flea Market Vendor Information Sheet

PO Box 61, St. Johns MI 48879 / 989-224-7248 / St. Johns City Park, St. Johns MI

Dates & Show Times

Friday, August 10, 2018	2:00 pm – 8:00 pm
Saturday, August 11, 2018	10:00 am – 8:00 pm
Sunday, August 12, 2018	10:00 am – 5:00 pm

Set-Up Time

Friday, August 10 from 9:00 am – 1:30 pm. No vehicles will be allowed in the vendor area after 1:30 pm. If you arrive after 1:30 pm you must proceed directly to vendor parking and get your items to your booth from the parking area. Sat, Aug 11 from 8:00 – 9:30 am and Sun, Aug 12 from 8:00 – 9:30 am.

Booth Space

15' Across x 10' Deep (some can be 20' across). When applying for a booth please consider the size of your tent. If your tent has rope extensions, the extensions must be within the booth space. There are approximately 75 Flea Market sites available. Most of the sites are in a shaded, wooded area with dirt ground covering. Some of the sites are in the open and do not have shade.

Booth Fee

\$100 per booth.

Storage Availability

A limited number of booths are large enough so vendors can leave a Stationary Storage Trailer behind their canopy (this is not a vehicle you move at the end of each day – once parked there it must remain until the end of the festival on Sunday.) These spaces are available on a first come, first served basis. Advance registration for this opportunity is required. The cost for this opportunity is \$15. You will be provided with a separate parking pass that must be visible on the storage vehicle all weekend.

Items For Sale

Flea Market vendors are not allowed to sell bottled water from their booth. This is reserved for our Food Vendors. You must list all the items you will be selling on your application (use the back of the application if needed). Writing “General Merchandise” will not be accepted.

Parking

Each booth will be provided with one parking pass. When you arrive at registration on Fri, Aug 10 – it must be displayed on your rear view mirror and remain there throughout the weekend. All vehicles must park in the designated vendor parking area (unless it is a stationary storage vehicle and you have paid to leave it behind your booth – **absolutely no vehicles will be allowed to park next to canopies in booth spaces**). Golf cart shuttles will be available to get you to your booth from parking during vendor set up and then back to your vehicle at the end of the day. During the day, instead of shuttling vendors, the golf carts will be concentrating on transporting senior citizen and handicap customers to and from their vehicles.

Overnight Camping

A limited number of spaces are available for self-contained RV's (not cars, vans, trucks, tents, etc.) west of the Sledding Hill where all vendor vehicles park. There will be no water or electrical hookups and vendors are restricted from building fires and dumping water and/or waste. Advance registration for this opportunity is required. The cost for this opportunity is \$15.

Vendors Responsibility

Vendors are responsible for supplying as well as setting up and taking down their own displays, dividers, tents, tables and chairs. **Vendors are not allowed to sell wares from boxes on the ground.** Vendors must stay within the confines of their booth to sell their wares – you are unable to walk around the park selling your wares. Vendors are expected to keep their booth area clean at all times and dispose of trash & cardboard in the appropriate receptacles provided. Vendors are expected to remain open for business until closing on all three days. Early

teardown and departure will not be tolerated and you will not be asked to participate in future Festivals.

Animals

No dogs or other animals are allowed on the festival grounds during the weekend.

Electricity

There is no electricity available in the Flea Market area of the park. If you require electricity, you may bring a Whisper Quiet generator. In consideration of your neighboring vendors & our shoppers, no other generators will be allowed – no exceptions. Gas cans must not be visible to shoppers.

Food & Activities

There are food booths and family activities all weekend long within the park. At registration you will be provided with a festival guide that will list all the events, what food vendors have & where everything is located.

Publicity

Advertisement of the St. Johns Mint Festival begins in January 2018 and continues through the start of the festival. We utilize paid newspaper advertisement (over 10 newspapers) (over 110,000 inserts), radio and TV spots. We are listed in the Michigan Festivals & Events Guide and are listed on over 10 festival, craft show and flea market websites. We distribute over 9,000 festival brochures throughout the state, hang 250 poster and print over 33,000 festival programs that are included in newspapers the week before the festival. If you would like flyers to distribute at other shows, please call 989-224-7248 and we will mail them to you.

Sending in Application

Complete the attached application form if you wish to participate as a Flea Market vendor for the 2018 St. Johns Mint Festival. Enclose a check for the full amount of the requested booth space(s) made payable to the **“St. Johns Mint Festival”** or charge the fee to your credit card.

List all the items you will be selling from your booth. This will help us in assigning you a booth space so we do not have too much of any one type of product next to each other. Also include a self-addressed and stamped envelope. If we are unsure what your product is from your description, we may request photographs.

Liability Insurance: All vendors are required to have liability insurance with a limit of at least \$25,000.

Mail your Application

Mail your application, check or money order and pictures to: St. Johns Mint Festival, PO Box 61, St. Johns MI 48879

Due Date

New vendor applications received prior to March 1, 2018 will be processed, but will not be assigned a booth space until after March 1, 2018.

If the committee does not accept your application, your check will be returned to you. You will know your application has been accepted when your check is cashed. An official confirmation will be mailed to you.

The St. Johns Mint Festival Committee reserves the right to reject any application both at the time of receipt and at the show, based on the information provided, the products actually brought to be sold or other circumstances.

Cancellation

If you cancel your participation in the show before an official confirmation is mailed, you will receive a refund, minus a \$25 processing fee. **If you cancel your participation in the show after an official confirmation is mailed, no refund will be given.**

Contact Us

Contact the Festival Office in writing at PO Box 61, St. Johns MI 48879 or call us at 989-224-7248. You may also e-mail us at ccchamber@4wbi.net. Calls will be returned as quickly as possible. For a complete list of festival activities see our website at www.clintoncountychamber.org/mint.