

# 2021 St. Johns Mint Festival Information Sheet

## Arts and Crafts Show

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

### Dates & Show Times

Friday, August 13, 2021 2:00 pm – 8:00 pm  
Saturday, August 14, 2021 10:00 am – 7:00 pm  
Sunday, August 15, 2021 10:00 am – 5:00 pm

### Set-Up Times

Fri, Aug 13 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 walk your items to your booth from the parking area.** Sat, Aug 14 from 8:00 am – 9:30 am and Sun, Aug 15 from 8:00 am – 9:30 am.

### Booth Space

All booths will be 20' Across (to provide social distancing) x at least 10' Deep. 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 120 sites available. Most of the sites are in a shaded wooded area with dirt ground covering. Some of the sites while in the wooded area, are not considered in the shade.

### Booth Fee

**\$100 per booth.**

### Storage Availability

**A limited number of booths are large enough so vendors can leave a Stationary Storage Trailer between their canopy and the brown parking stakes (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 first come, first served. 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.

### Photos

**ONLY HOMEMADE ITEMS can be sold in the Arts & Crafts area.** COMMERCIALY MADE ITEMS FOR RESALE will only be allowed in the Flea Market or Commercial / Business area. **All new vendors must provide 3 photos of the items you will be selling and 3 photos of the items being hand made.**

### Parking

Each booth will be provided with one parking pass. When you arrive at registration on Fri, Aug 13 at the park – it must be displayed on your rear view mirror and remain there throughout the entire weekend. All vehicles must park in the 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**). When available, 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. If you arrive late, the shuttles will not be available to bring your items in - during the day the golf carts will be concentrating on transporting senior citizens 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

**Arts & Craft vendors are not allowed to sell water from their booth. This is reserved for our Food Vendors.** Vendors are responsible for supplying as well as setting up and taking down their own displays, dividers, tents, booth signage, 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 & 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**

Dogs or other animals are not allowed on the festival grounds during the weekend (except Service Dogs).

### **Electricity**

***There is no electricity available*** in the Arts and Crafts 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 there are & where everything is located.

### **Publicity**

Typically we utilize paid newspaper advertisement (over 10 newspapers), 80,000 inserts, radio and TV spots. We are listed in the Michigan Festivals & Events Guide and are listed on over 15 festival and craft show websites. We hang up 250 posters, distribute over 9,000 festival brochures throughout the state and have advertising on over 50,000 placemats. If you would like flyers to distribute at other shows, please call 989-224-7248 and we will mail them out immediately. Some of these things may change due to timing and the COVID pandemic.

### **Sending in Application**

Complete the attached application form if you wish to participate as an Arts and Crafts vendor at the 2021 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.

***Photos are required from all new vendors.*** 2 photos should be representative of all the items you intend to sell at this event and the other photo must show you making the items. This will help us assign booth spaces appropriately and show that the items are handmade. Also include a self-addressed and stamped envelope.

**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, 2021 will be processed, but will not be assigned a booth space until after May 1, 2021.

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 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. 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.**

**If you have any questions, contact the Festival Office at PO Box 61, St Johns MI 48879 or call our office at 989-224-7248. You may also e-mail us at [ccchamber@4wbi.net](mailto:ccchamber@4wbi.net).**

**2021 St. Johns Mint Festival Arts and Crafts Show**  
**August 13-15, 2021**

Business Name \_\_\_\_\_ Contact Person \_\_\_\_\_  
Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Phone # \_\_\_\_\_ Email Address \_\_\_\_\_

I will sell only homemade items at the 2021 St. Johns Mint Festival. I will not sell commercially made items.  
 New vendors: I've enclosed 2 photos of items I will be selling and 1 photo of the items being hand made.  
 I will be utilizing a Whisper Quiet generator from my booth.

**Booth Spaces:** all sites are located in our city park, many have shade, some do not! All booths will be 20' across (to provide social distancing) and at least 10' deep

# Booths \_\_\_\_\_ \$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 Check Amount Enclosed (payable to the St. Johns Mint Festival)** \$ \_\_\_\_\_

<p>____ 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 (from back of card) _____ Name as it appears on the card: _____ Billing Address _____ Signature _____ Date _____</p>
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**No dogs or other animals are allowed on the festival grounds. Also, animals cannot be left in vehicles in vendor parking throughout the day.** The only exception to bringing an animal is if you need a leader dog. If that is the case, please provide the following information: Breed \_\_\_\_\_ & License Tag # \_\_\_\_\_

**Michigan Sales Tax #** \_\_\_\_\_

(If you do not have a Michigan Sales Tax number, contact the Michigan Dept of Treasury at 517-373-3190 and send us a copy of the form they provide to you. If you do less than 3 shows per year in Michigan, you are not required to have a Sales Tax number - please indicate that on the line above.)

**Parking Information** (for your vehicles 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 # \_\_\_\_\_

**Media: Please check all you are requesting to sell & provide any additional information below:**

<input type="checkbox"/> Homemade Clothing	<input type="checkbox"/> Homemade Wood Products	<input type="checkbox"/> Homemade Jewelry
<input type="checkbox"/> Homemade Pottery/Ceramics	<input type="checkbox"/> Homemade Leather Items	<input type="checkbox"/> Homemade Dolls/Animals
<input type="checkbox"/> Homemade Art/Framed Prints	<input type="checkbox"/> Homemade Cooper/Yard Items	<input type="checkbox"/> Homemade Soaps
<input type="checkbox"/> Homemade Soaps & Lotions	<input type="checkbox"/> Homemade Baskets	<input type="checkbox"/> Homemade Stained Glass
<input type="checkbox"/> Homemade Florals	<input type="checkbox"/> Homemade Candles	<input type="checkbox"/> Homemade Spices, Candy/Nuts
<input type="checkbox"/> Homemade Other, please specify _____		

Additional description of items to be sold \_\_\_\_\_

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

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**Application Checklist:**

**A yes or no must be checked on each of the following questions:**

- Have you read, agreed to the release & signed this application? Yes \_\_\_\_\_ No \_\_\_\_\_
- Are all your items for sale homemade?** Yes \_\_\_\_\_ No \_\_\_\_\_
- Have you included your booth rental fee? Yes \_\_\_\_\_ No \_\_\_\_\_
- Have you enclosed pictures?** Yes \_\_\_\_\_ No \_\_\_\_\_
- Have you included your sales tax # Yes \_\_\_\_\_ No \_\_\_\_\_

- Location Preference:** Were you a 2019 participant? Yes \_\_\_\_\_ No \_\_\_\_\_
- Do you wish to have the same booth space? Yes \_\_\_\_\_ No \_\_\_\_\_  
*(To receive space preferences-Applications must be received by May 1, 2021)*
- If a 2019 vendor, what was your booth # \_\_\_\_\_
- If you were a 2019 vendor and would like to be in another area, where would you like to be?  
\_\_\_\_\_

**ACCEPTANCE OF RULES AND GENERAL RELEASE:**

By signing this application I attest that all the information I have provided is true and accurate. By signing this application I agree not to hold the St. Johns Mint Festival, Clinton County Chamber of Commerce, the City of St. Johns, Clinton County, St. Johns Public Schools, any sponsors, workers or volunteers responsible for any damage or theft which might occur to any of my personal property, my booth and/or sales items during my participation in this festival. I accept responsibility for all individuals working in my booth space. I also agree to assume all risk associated with participating in this show, including but not limited to falls in my booth or the effects of weather.

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

Signature \_\_\_\_\_ Date \_\_\_\_\_

Print Name \_\_\_\_\_

Return this application with payment and photos to:

St. Johns Mint Festival  
PO Box 61, St. Johns, MI 48879  
Telephone: 989-224-7248 / Fax: 989-224-7667  
Email: [ccchamber@4wbi.net](mailto:ccchamber@4wbi.net)