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**City of Norton Shores**  
**11<sup>th</sup> Annual Arts & Drafts Festival**  
**47<sup>th</sup> Annual Craft Show**  
*Held at Ross Park*  
*82 Randall Road, Norton Shores, Michigan*

**General Information**

- **Date and Hours:** Saturday, August 17, 2024 - 10:00 am to 5:00 pm
- **Booth Set-up** – Exhibitors will be allowed to set up at their booth area on Friday, August 16, 3 pm - 8 pm, and Saturday, August 19, beginning at 7 am.
- **Convenient Vendor Parking** across the street from Ross Park.
- **Booth Charges:** \$90 per 10 foot space.
- Your display must fit within the space you buy.
- **Entry Deadline:** The deadline for this year is July 31st. We will not accept applications on or after August 1st without approval from Pam. Canceled checks serve as confirmation. Booth assignments will be sent out approximately 2 weeks prior to the event.
- There will be **no** refunds on booth fees for any reason.
- If cancelled due to weather, there will be no refunds, nor rain date.
- Vehicles larger than a van with utility trailer pose logistical problems moving through the park. Larger vehicles may be required to manually unload in the adjacent parking lot. Please call 231-799-6802 if you have questions.
- **Sales Tax:** Vendors must collect and remit 6% sales tax if applicable. Sales tax forms are available at the Michigan Treasury Department website.
- **Power:** There is no power available, generators below 50 decibels are allowed.
- **Water and Ice** for your booth are not available. Please plan accordingly. (We will have bottled drinking water for purchase)
- **Any questions?** Please call Pam Ackley at 231-215-4111.

**Rules**

- Exhibitors must sell handmade articles only. All work must be of original design and handcrafted by the craftsperson. Absolutely **no “buy-sell”** will be allowed.
- Any exhibitor determined to be engaging in “buy-sell” will be required to remove those items from their display and may be required to leave the event without refund.
- No exhibitor substitutions will be allowed.
- All displays must remain open until 5:00 pm.
- **Exhibitors who violate the rules will not be allowed to return next year. The Art Fair Staff will make all decisions regarding rules compliance.**

Complete the registration form online and mail your payment to Norton Shores Parks & Rec, 4814 Henry Street, Norton Shores, MI 49441 (Checks payable to the City of Norton Shores.)



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**2023 Craft Vendor Registration Form**

Name \_\_\_\_\_  
Business Name (if different from above) \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_  
Phone # \_\_\_\_\_ E-Mail Address \_\_\_\_\_

**Indicate if you would like to set up on Friday:** \_\_\_\_\_ **Yes** \_\_\_\_\_ **No**

**Indicate if you require handicap access:** \_\_\_\_\_ **Yes** \_\_\_\_\_ **No**

Booth Fee enclosed (\$90 per 10' x 10' space) \$ \_\_\_\_\_ Check # \_\_\_\_\_ or Cash

Were you in the 2023 show? **Y / N**    Would you like to be in the same area? **Y / N**

If **YES**, what was your booth number?

*(Due to construction and changing landscape your booth number might change, but the area you request will remain the same.)*

Please list below all craft items that you intend to sell. All types of items to be sold must be listed below. If not listed, you may be required, at the discretion of the Art Fair staff, to remove items from your display. **See Art Fair Rules for restrictions on items to be sold.**

**Please include photos of items, work in progress (unless photography), and booth.**

*(Can be photographs, or photo copies on separate sheet of paper)*



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*Enclosed is my booth fee. I have read the Rules for the 2024 Norton Shores Arts & Drafts Festival and I agree to abide by them. I understand that violation of the rules may result in immediate dismissal without reimbursement of my booth fee.*

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Date

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Signature

Exhibitor, craft, payment and application questions call Pam 231-215-4111  
Logistics questions (vehicle access, etc) call Chase at Norton Shores Parks & Recreation Dept., 231-799-6802.