

AHG Troop MI1101 presents

AMERICAN HERITAGE GIRLS HOLIDAY FAIR 2023

Featuring Manufactured & Retail Goods

DATE: Saturday, December 2, 2023

TIME: 9:00am-3:00pm

LOCATION: Fellowship Chapel
12875 E 14 Mile Rd
Sterling Heights, MI 48312

FEE: Sponsors: \$10

Exhibitors: \$20 per space Early Bird Discount if registered by September 30th.

\$25 per space if registered between October 1st -November 22nd.

\$40 per Double Space.

Venmo: @AHGMI1101 (Stephanie Chabot) or make checks payable to AHG MI1101

REGULATIONS: *Vendors can supply their own table, or rent one from us for a fee.

*Table coverings & skirts will NOT be provided.

*1 chair will be provided at each space. If more than one chair is needed, kindly request at time of registration.

*Electricity use is \$5, but you must supply your own extension cords.

*Vendors keep 100% of their own sales.

*No sales will be handled by Fellowship Chapel or AHG.

*Every effort will be made to ensure no duplication of vendor products.

* Items with profanity or nudity are not allowed.

*Wi-Fi is available. NOTE: With high use Wi-Fi is not consistent. Take this into consideration for payment types.

*Table rentals are limited and not guaranteed. Confirmation will be made at time of registration.

*Additional information will be EMAILED approximately 2 weeks prior to the event including check-in times, confirmed parking instructions, and any additional information. Information can update rapidly nearing the date for all parties. It is critical to please check emails regularly.

*Set up is Friday, December 1st from 6:30-8:00pm.

*All displays MUST remain open until 3pm.

*All vendors must be packed up, and spaces cleaned by 4pm the day of the show.

*Sponsors (who do not have a booth) will be able to supply advertisement (8.5" x 11" max) plus business cards/pamphlets/flyers to be displayed at the show.

QUESTIONS and/or REGISTRATION: *All correspondence handled via email.*

Reach out to ahgtroopmi1101@gmail.com (Subject: "Holiday Fair") for more information and confirmation.

Completed applications can be emailed to ahgtroopmi1101@gmail.com
or mailed to AHG Troop MI1101
c/o Fellowship Chapel
12875 E 14 Mile Rd
Sterling Heights, MI 48312

Payments can be made by Venmo @AHGMI1101
or mailed to AHG Troop MI1101
c/o Fellowship Chapel
12875 E 14 Mile Rd
Sterling Heights, MI 48312

Completed Contract Deadline: November 22, 2023, but sign up early to reserve your space!

ADVERTISING: Event advertising is included in the registration fee. Various media will be utilized to promote the event such as social media, flyers, signs, etc. It is always helpful and much appreciated to publicize at any craft shows you attend previous to ours as well as your own social media. Thank you!!

EVENT CONTACT: Jenna Johnson at ahgtroopmi1101@gmail.com

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Vendor Application

Vendor Name(s): _____ .

Company Name (if applicable): _____ .

Address: _____ .

City: _____ **State:** _____ **Zip:** _____ .

Cell Phone: _____ **Alternate Phone:** _____ .

Email Address (print clearly): _____ .

Type of product being displayed: _____ .

_____ .

Website: _____ .

Facebook: facebook.com/ _____ .

Instagram: _____ .

**print neatly and accurately so we can share your site.*

Special Requests/Comments: _____ .

_____ .

RENTAL FEES:

Please email us for details and requests.

Spaces:

Early Bird Discount by Sept 30 (\$20)

Between Oct 1- Nov 22 (\$25)

Double Spaces (\$40)

Space Quantity: _____ = total _____.

Table Rentals:

8'x30" @ \$9 each = total _____.

5'x30" @ \$8 each = total _____.

8'x17.75" @ \$7 each = total _____.

5'x17.75" @ \$6 each = total _____.

5' round @ \$9 each = total _____.

Electricity in your space @ \$5 per space = total _____.

TOTAL ENCLOSED: _____ . CHECK #: _____ .

We will make every effort to honor requests; however, floor plan needs (availability of electricity, etc) may not make this possible. Please be understanding.

All fees for spaces, tables, and electricity MUST be included with your application as they need to be figured into our original floor plan and supply requests.

LIABILITY WAIVER: I hereby waive all claims of liability against American Heritage Girls Troop MI1101 and Fellowship Chapel, their employees, and representatives who are in any way connected with this event. I am fully aware of the provisions covered by the fee for this event and my responsibility for the safety and welfare of my products and display items during the event.

Signature: _____ **Date:** _____ .

Print Name: _____ **Date:** _____ .