

41st Annual

**SHELBY
TOWNSHIP**

*Art
Fair*

**August
10 & 11
2024**

Located at Shelby Township's River Bends Park

5700 22 Mile Road, Shelby Township, MI 48317

SEE BELOW FOR APPLICATION MAILING ADDRESS

Phone 586-731-0300 Email shelbyprm@shelbytwp.org

VISIT OUR WEBSITE AT: www.shelbyartfair.org

Information for Exhibitors

- **Juried show with 2 Exhibitor Categories - see map of grounds for proposed areas**
- **Open to Adult Artists and Marketplace vendors**
- **NO resale products or distributors permitted as exhibitors at this event**

NOTES OF INTEREST

- **TWO CATEGORIES** are available - please see below to determine which one is the best fit for you.
- Fair hours are Saturday & Sunday from 10:00 am to 5:00 pm.
- All booths measure approximately 15' x 15' with double booths available; all located on grass. Electricity and water in booth areas is not available.
- Easy curbside load-in and load-out close to booth areas and plenty of free daytime and overnight parking available close to (but not at) exhibit booths.
- Overnight security in the park on Friday and Saturday nights. (Shelby Township is not responsible for lost or stolen items)
- Complimentary coffee and donuts to exhibitors each morning.
- No commission taken on sales. All exhibitors are responsible for their own 6% Michigan sales tax.
- Multi-platform advertising including print, electronic, social media, newspaper, etc.
- Award winners will receive a monetary prize and jury exempt status for the following year.
- Friendly, helpful, and organized staff.
- Sponsor "swag" tote bag giveaway – while supplies last

CATEGORIES

All work or products displayed MUST be produced by the exhibiting artist/vendor and must be consistent with the images submitted. NO resale items are permitted in any category. The Jury Committee has the final say when categorizing applicants.

ART MEDIA - Original, handmade, one of a kind pieces (or limited prints) created and produced by the artist including, but not limited to: clay • digital • fiber • glass • jewelry • metal • mixed media • painting • photography • printmaking • drawing • sculpture • stone • wood • multi-media.

MARKETPLACE MEDIA - Items created by the crafter and produced in small quantities including, but not limited to: home décor • clothing and accessories • jewelry that is not one of a kind • food items • bath and body products • candles • toys and games • books • pet products

Shelby Township Art Fair 2024

APPLICATION INFORMATION

Deadline to submit application with jury fee and required images, if applicable, is April 1, 2024

- Those with Jury Exempt status will receive written notice with their application. All others must be juried.
- Applications are accepted by traditional mail or via email at shelbyprm@shelbytp.org.

FEES - Payable by cash, check, or credit card

Application/Jury Fee: \$25 for all categories - please send by April 1 with application unless jury exempt

Booth fee: \$195 - single, or \$390 double *Send ONLY jury fee with application unless Jury Exempt*

Corner Request: +\$40

Late Fees – Any application accepted after the April 1 deadline or booth fees paid after May 25 will be charged a \$20 late fee.

Refunds - Requests for refund must be submitted in writing before July 1, and refund will be 50% of the booth fee. No refunds after July 1. **Jury/application fees are non-refundable.**

Waiting List - Applicants that are placed on the waiting list are categorized by medium, but in no particular order. When an exhibitor cancels the committee refers to the list to replace them with an applicant from the same or similar medium when possible.

REQUIRED IMAGES – Photos, USB drive or e-mailed images of **good quality** will be accepted. Mailed jury materials must fit into an envelope no larger than 6" x 9". Jury materials will not be returned. **ANY APPLICANT SELLING ANY EDIBLE PRODUCTS MUST PROVIDE A COPY OF THEIR HEALTH DEPARTMENT CERTIFICATE.**

ARTISTS: 2 images of current completed work, 1 of work in progress, 1 of fully stocked booth
MARKETPLACE: Description or list of items to be sold, 2 images of products, 1 of fully stocked booth

Please label and list on application one preferred image that may be selected for use on promotional materials, the website and/or on social media. Jury images are not required for EXEMPT applicants; however an image to use for promotional purposes would be appreciated.

DATES TO REMEMBER

April 1	Application Deadline	May 1	Jury Results Mailed
May 25	Booth Fees Due	July 1	Deadline for 50% refund on booth fee
August 9	Friday Set-up after 10:00 am	August 10-11	2023 Art Fair Dates

MISCELLANEOUS INFORMATION

- Show hours are 10:00 am to 5:00 pm on Saturday, August 10 and Sunday, August 11
- Set-up may begin as early as 10:00 am on Friday or on Saturday morning and must be completed before 10:00 am on Saturday
- A limited amount of parking for trailers and storage vehicles will be permitted in designated areas along the perimeter. Do not leave your vehicle in the main lot.
- Accepted applicants are required to be present to represent their own work and/or products and to have sufficient stock for anticipated sales for the weekend. Failure to do so may result in rejection from future shows.
- No booth-sitting services are available. Please consider this when the weekend approaches.
- Unless weather creates a danger, all exhibitors must keep their booth open during hours advertised for the show. Early take-down will result in rejection from future shows.
- In addition to ribbons, certificates and monetary prizes awarded for winning artists, a prize has been added for best Marketplace exhibitor. The amount of prize money will be determined by total sponsor contributions.
- The use of large sale signs is prohibited, however small, tasteful signs are permitted. The committee reserves the right to require removal of signs deemed in violation.
- Electricity is not available in booths and no generators are allowed, however marine batteries are permitted.
- As a courtesy to your customers and neighbors, smoking in the booth areas is discouraged.
- "Same spot as last year" requests cannot always be honored, as the layout may change each year.
- Corner requests will not be considered without the additional corner fee of \$40 paid.
- We encourage all vendors to please utilize a white tent.



2024 EXHIBITOR APPLICATION
For Artists and Marketplace Vendors

MAIL APPLICATION TO:
14975 21 Mile Road, Shelby Township, MI 48315

FOR OFFICE USE
[Blank lines for office use]

PLEASE READ THE INFO & INSTRUCTION PAGES BEFORE COMPLETING FORM

CHECK CATEGORY: ___ Artist ___ Marketplace
CHECK JURY STATUS: ___ New ___ Returning ___ Jury Exempt (must have received exempt notice)

NOTE: The Jury Committee has the final say when categorizing applicants

NOTE: Name or business, medium or products, and email or website for exhibitors will be published in the Shelby Township Art Fair Guide. Please note if you DO NOT want your email or website published

PLEASE PRINT CLEARLY TO AVOID INCORRECT INFORMATION

First Name _____ Last Name _____
Business Name _____
Website _____ publish? ___ yes ___ no Email Address _____ publish? ___ yes ___ no
Category _____

THE INFORMATION BELOW WILL NOT BE PUBLISHED

Booth assignment request (corner +\$40, shade, etc. - no guarantees)

Will you be demonstrating in your booth? ___ yes ___ no Would you like a double booth? ___ yes ___ no
Phone _____ Alternate Phone _____
Mailing Address _____
City _____ State _____ Zip Code _____

Do you require handicapped parking? ___ yes ___ no
Parking your vehicle overnight? ___ yes ___ no
Parking an RV overnight? ___ yes ___ no
Parking a trailer overnight? ___ yes ___ no

PLEASE CHECK THAT YOU HAVE INCLUDED THE FOLLOWING:

- 2 Photos of Completed work
1 Photos of work in progress (Artists)
1 Photo of a fully stocked booth
Jury Fee (\$25)
Booth Fee (JURY EXEMPT)
ONLY! Do not include if you are not Jury Exempt)

PLEASE SIGN AND RETURN APPLICATION BY THE DEADLINE DATE: APRIL 1, 2024

EXHIBITOR AGREEMENT: In signing below I attest that the items that I will exhibit and sell at the Shelby Township Art Fair are designed and produced by me. I agree not to display and/or sell any resale items. Further, I understand that any violation in rules may result in my expulsion from the event.

LIABILITY WAIVER: I hereby waive and release the Charter Township of Shelby, the Shelby Township Art Fair Committee, and its representatives and/or successors of all liability including theft, loss, or damage to displays and/or merchandise, vehicles, trailers, storage units, and any other personal or business property, and for personal injury. In addition, as an exhibitor I agree to assume all responsibility for my merchandise.

Applicant's Signature

Today's Date

- JURY FEE must be paid with application and images unless jury exempt
PLEASE DO NOT send your booth fee with your application unless you are JURY EXEMPT
BOOTH FEE for non-exempt applicants that receive an acceptance letter is due by May 25

I am enclosing my: Jury Fee ___ \$25 DO NOT SEND BOOTH FEE UNLESS JURY EXEMPT NOTICE WAS RECIEVED
Booth: ___ \$195 Single ___ \$390 Double Corner Spot: ___ + \$40

Late Fees - Any application accepted after the April 1 deadline or booth fees paid after May 25 will be charged a \$20 late fee.

Check # _____ Please make checks/money orders payable to: Shelby Township Art Fair
VISA - MC - AMEX - DISC Card # _____ Expiration date _____

PLEASE MAIL TO: Shelby Township Art Fair 14975 21 Mile Road, Shelby Township, MI 48315
OR EMAIL TO: shelbyprm@shelbytwp.org Call 586-731-0300 with questions