

Rockford Community Services
42nd Annual Holiday Arts and Crafts Fair
Proceeds support the Rockford Seniors Unlimited Program

Saturday, November 9, 2024

Location: Rockford High School, 4100 Kroes Ave., Rockford MI 49341

Time: 9:00 am - 3:00 pm Doors open by 7:00 am for set-up on the day of the show.

- Cost: **\$100 per booth space** (6 ft deep x 12 feet wide). There is no "partial" booth space available to purchase.
- You must provide your own table and chairs
- Due to limited electrical supply we cannot guarantee electricity to your booth. Please indicate below if you desire electricity and you will be notified if you will have access. If so, you must provide your own electrical cords and tape for them on the floor.
- This is a juried show. The committee reserves the right to decline applications based on product.
- If your application is not approved you will be notified by the coordinator.
- Rockford Community Services are not responsible for monitoring vendors selling duplicate product.
- **Sorry, no refunds after October 9, 2024 unless we have a vendor waitlist and can fill your space.**
- Unfortunately, Wifi is not available.

APPLICATION PROCESS:

Registration by mail: Please complete the application below and return it with 2-3 pictures of your booth or merchandise to: **Rockford Community Services, Attn. Jason Hiscock, 350 N. Main St, Rockford, MI 49341.** You will receive confirmation via email once your application is approved and your payment is processed.

Registration by email: Please complete the application below and email it back with 2-3 pictures of your booth or merchandise attached to **Jason Hiscock at jhiscock@rockfordschools.org.** You will receive an email confirmation once your application is approved and your payment is processed.

Once approved, you will be mailed additional information in regular mail to the address on the application.

Applications without payment included will not secure a booth space until payment is received.

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Last Name: _____ First Name: _____

Name of business (if applicable): _____

Address _____

City _____ Zip Code _____

Phone: _____ Email: _____

Description of Merchandise: _____

Number of Booths needed: _____ Would you like electricity? (If available) Yes ___ No ___
(Must bring your own extension cords)

Accepted payments: Check and credit card only. Make check payable to: Rockford Community Services

Amount enclosed \$ _____ I have enclosed photos Yes ___ No ___

Credit Card # _____ Exp. Date _____ CVC _____
Visa, Mastercard, Discover are accepted

Signature _____ If submitted electronically check here: _____