

2024

DAKOTA HIGH SCHOOL 28TH ANNUAL HOLIDAY CRAFT SHOW

SATURDAY, NOVEMBER 2nd, 2024

SET-UP TIME: 7:00 A.M. to 10:00 A.M.
SHOW TIME: 10:00 A.M. to 4:00 P.M.

EXHIBITOR'S LEASE AGREEMENT

The undersigned hereby applies for space at the Dakota High School's 28th Annual Holiday Craft Show, scheduled for Saturday, November 2, 2024 and agrees to pay the rental fee per space to the manager(s). All fees will be in cash, money order, check or on-line purchase upon execution of this Agreement. If accepted as an exhibitor by the managers, and in consideration of the same, the undersigned hereby agrees to abide by the following conditions:

Rental Agreement Deadline May 31, 2024 - \$115.00/Space

Any applications received/approved after May 31, 2023 will be subject to availability and craft and have a late fee charge of \$10.00

1. Dakota High School Annual Holiday Craft Show is a juried show. Photographs of merchandise to be sold must accompany the application submission and also described within the application. Any items not submitted within the application or given permission in advance by the managers of the show, may be subject for removal from the crafter table during the course of the show. Photos can be emailed to dakotacraftshow@gmail.com or printed and mailed in with application. Please include your name and company name with all photos submitted electronically. All applications without photos will not be considered. The final selection of crafters will be at the sole discretion of the managers of the show. Any crafters not chosen will receive a full refund from the Dakota High School Booster Club.
2. Dakota High School and their representatives shall not be responsible for any injury, loss or legal action sustained by the exhibitor, their employees, goods, or property, or the public, from any cause whatsoever while the premises are being occupied under this Agreement.
3. In no case will any refund of rental fees be made once paid unless the exhibitor is not accepted by the managers of the show.
4. The exhibitor will be assigned table(s) only upon receipt of payment and acceptance by the manager(s) of this show. **Applications from returning crafters who wish to remain in their same space as the previous year's show must be received by March 31, 2024. The manager of the show will do their best to honor all requests from previous crafters for same space renewal but may need to modify some requests as necessary. Crafters will be notified of these instances.** It is recommended to return applications as soon as possible if you have special requirements (multiple spaces, wall space, corner space, electricity, etc). Applications will be accepted until all spaces are full. A wait list will be created by those crafters received after the show is fully booked.
5. Exhibitor will cover and skirt their table(s).
6. After unloading, all exhibitors' vehicles and trailers will be moved to the designated parking area. No vehicles will be left parked on the sidewalks or driveways around the building. Crafters will not be able to load and unload in a fire line at any entrance of the building per the Fire Marshall. Crafters will not use student volunteers to help set up their table. Student help is helping to bring in crafters items only, not to help set up a crafter booth.

7. Exhibitors will be considerate of other exhibitors and Dakota High School and are expected to remain through the duration of the show. Leaving the show before 4:00 PM may result in not being accepted to future shows.
8. The right of table transfer is reserved to the manager(s) of the show.
9. Must give 48-hour notice if you are not going to occupy your table/space in the show.
10. Payments will be accepted electronically through the on-line submission form. Cash, check or money order payments may be submitted with the paper application and mailed. Please make checks and money orders payable to: **Dakota High School Boosters** and mail to the address listed below. **All confirmations and booth assignments will be issued via email.**
11. Confirmation of acceptance will be sent to exhibitors via email upon acceptance and other information will be sent out starting around 2nd week of October.
12. In an effort to create a more diverse group of crafters, we will be limiting the amount of similar crafters into the show.

Instructions for on-line application submission: Please fill out the on-line application and attach photos of items intending to sell. Either make electronic payment through on-line submission form or send an email to dakotacraftshow@gmail.com confirming that payment will be issued via check or money order and sent in the mail. Applications will not be reviewed until both application and payment have been received.

Instructions for mailing: Return the total deposit along with the signed contract to the address below. Email photos of merchandise to dakotacraftshow@gmail.com.

Dakota Boosters
21051 21 Mile Road Macomb, MI 48044
Contact: Karri Rogers (586) 596-1648
E-mail Inquires: dakotacraftshow@gmail.com

Please complete the application page thoroughly, completely, and legibly and return as soon as possible.

KEEP THESE PAGES FOR YOUR RECORDS

Dakota 2024 Holiday Craft Show Application

Reminder: Please return applications by March 31, 2024 in order to request previous space as 2022 show.

**Rental Agreement Deadline for Show Acceptance May 31, 2024 Fee: \$115.00
Applications received/approved after May 31, 2024 are subject to availability/craft and are subject to a Late Agreement Fee (after May 31, 2024) \$125.00**

EXHIBITOR INFORMATION		New Crafter <input type="checkbox"/>	Returning Crafter <input type="checkbox"/>
Name of Exhibitor:			
Name of Company:			
Address (City, State, Zip)			
Phone Number with area code			
Email Address:			
Description of Craft:			
Space rental: \$115 per space – Includes 1 Chair	Quantity: _____ spaces	Total Amount: \$	
Table Rental (8ft long) \$10 per table	Quantity: _____ tables	Total Amount: \$	
Do you need electricity? - \$5.00 additional charge to set up electrical per Fire Marshall	<input type="checkbox"/> Yes I need electricity	Total Amount: \$	
	TOTAL DEPOSIT Check Number: _____	TOTAL \$	
Preference of location	<input type="checkbox"/> Gym(s) 10' x 10' <input type="checkbox"/> Atrium 10' x 8' <input type="checkbox"/> Hallway 10' x 10' <input type="checkbox"/> Community Room 10' x 10' <input type="checkbox"/> None		
Do you have any special needs/requests? (Corner, end, wall, other)	Previous space number (if known): _____		

Please note: Dakota Boosters will make every attempt to accommodate your request, including your previous year's spot. However, it is not guaranteed. To assist in securing your spot, please submit your application as soon as possible.

I, _____, have read the Lease Agreement for Dakota High School's 28th Annual Holiday Craft Show and hereby agree to abide by the rules and regulations within.

Exhibitor's Signature: _____

2024 Dakota Craft show