



# ST. MARY'S POLISH COUNTRY FAIR

## "THE NATION'S LARGEST HIGH SCHOOL FAIR"



FRIDAY MAY 27 - MONDAY MAY 30, 2011

Attendance approximately 120,000

### GENERAL INFORMATION:

#### LOCATION

Campus of Orchard Lake St. Mary's  
3535 Indian Trail (Intersection of Commerce  
and Orchard Lake Roads)  
Orchard Lake, MI 48324

#### FAIR DATES & VENDOR HOURS

*A representative must be present on-site at  
all times of vendor operation hours:*

Memorial Day Weekend

Friday, May 27: 5 PM – 8 PM  
Saturday, May 28: 11 AM – 8 PM  
Sunday, May 29: 11 AM – 8 PM  
Monday, May 30: 11 AM – 6 PM

#### SET-UP/TEARDOWN

Vendors may remain operational through  
fair hours. Security specific to vendor area  
WILL NOT be provided after regular fair  
hours.

Set-up to begin Thursday, May 26 at 12:00  
pm (Noon) and MUST be completed by 3:00  
pm Friday, May 27, 2011.

Vehicles must be removed from the exhibit  
area 2 hours before opening times.

Teardown will be permitted after 6:00 pm  
on Monday, May 30, 2011.

Vehicles are NOT PERMITTED on the  
Fairgrounds until AFTER 6:00 pm on  
Monday, May 30.

#### SPACE

Each space is 10 x 10. Regular booths carry  
a fee of \$450 per 10 x 10. Select booth  
locations carry a premium price and range  
from \$600-\$1,000 per 10 x 10. These spaces  
are noted with a "P" on the locations map.

Tents will NOT be provided unless  
specifically requested. Tents may be rented  
through Fair tent provider with cost added  
to booth space rental fee.

#### MISCELLANEOUS

Please note that only the items listed on  
your application are the ones approved for  
sale, there are **no sales of any kind for food  
&/or beverage or sunglasses**. All items  
should be family friendly; we do reserve the  
right to remove items deemed  
inappropriate.

Booths are non-transferable and may not  
be shared with other vendors.

### How To Apply:

**This is an application, not an offer  
of space.**

1) Complete and return the application by  
April 29, 2011 along with the required  
deposit/minimum fee of \$450.00 for a 10 x  
10 area and a picture of proposed booth  
display.

**RETURN APPLICATION TO:**

Stephanie Purdey  
567 - 2A Hampton Circle  
Walker, MI 49534  
Attn: Vendor Application

**NEW! Applications received after April 29, 2011 are subject to a \$50 late registration fee PER 10 x10 SPACE. Accounts not paid in full by April 29 will be considered late and are subject to the fee.** Accounts not paid in full by the fair will not be allowed to set-up. Please be aware that there are **NO REFUNDS.**

Indicate booth space # requested, with a second & third choice in the event that the first choice spot has been taken.

***Please note that returning vendors will have until Friday, March 4, 2011 to secure booth space location from previous year, after which spaces will be granted on a first come first serve basis.***

Upon acceptance, the deposit will be non-refundable. If denied, the deposit will be returned promptly.

Applications will be processed in order of receipt.

If requested area is larger than 10 x 10, please include \$450.00 for each additional 10 x 10 reservation. Please note that select locations will carry a premium price (i.e. corner locations, etc.) These locations are noted with a "P" on the layout.

2) Incomplete applications will not be processed or returned.

3) Once your application is considered and approved, a contract will be sent along with other important documents including, but not limited to:

- a) Rules & Regulations
- b) Fire Marshal requirements
- c) Maps of the area and Fairgrounds including parking location

**4) Proof of insurance is required to be submitted to St. Mary's Moms & Dads Club by May 1, 2011. Failure to provide proof of insurance will result in forfeiture of booth space and forfeiture of deposit. Your insurance will need to include**

-Workers Comp and Commercial General Liability (including Products/Completed Operations Liability, Commercial Auto Liability and Umbrella Liability) at minimum \$1,000,000.

**THERE ARE NO EXCEPTIONS or WAIVERS**

Rental of booth space will include two (2) passes to allow for two vehicles to park on site during site during the fair. These will be distributed upon check-in.

**RETURN APPLICATION TO:**

Stephanie Purdey  
567 - 2A Hampton Circle  
Walker, MI 49534  
Attn: Vendor Application

Thank you for your interest in being a vendor at the St. Mary's Polish Country Fair. If you have any questions regarding this application, please **CONTACT: Stephanie Purdey** via e-mail **stephanie@8pointpromotion.com** or at **(810)-287-4975**

**APPLICATION FOR SPACE**  
2011 St. Mary's Polish Country Fair  
Friday May 27 – Monday MAY 30, 2011  
**(Please Print or Type Clearly)**

**Check One:**  **New Applicant**     **Returning Vendor**

This application is not a guarantee of space. All questions must be answered **completely** before consideration for space can be given. This form is neither a commitment by the applicant, nor an offer by St. Mary's Polish Country Fair.

Contact Name: \_\_\_\_\_

Business Name: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Business Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

**E-Mail Address:** \_\_\_\_\_

Applications received are evaluated on uniqueness of product, duplication of product, booth display and set up, and appropriateness of items to a family-oriented event.

Please list product(s) to be sold, promoted, displayed or given away. The Fair reserves the right to select the items a company is allowed to sell based on the product, duplication of product and/or objectionable items. Products/services are limited to items listed in this agreement. All items represented must be legal and abide by Michigan law. This is a family event and the event reserves the right to review and approve all items being sold. If you are not selling, but generating leads for future business, please indicate Product(s) or service(s). Please note that only the items listed on your application are the ones approved for sale, there are **no sales of any kind for food &/or beverage or sunglasses**. Product exclusivity will be determined on an individual basis. Exclusivity will require additional fees.

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Your application will not be processed without this information. Please check all applicable.

1. Have you participated at our St. Mary's Polish Country Fair? Yes  No
2. Will you require any electrical for your area? Yes  No
3. Please list requested booth space #'s in order of preference:  
(Refer to Fair Layout attachment.) RETURNING VENDORS PLEASE NOTE: Numbers have been re-assigned, please double check your location on the map, it is likely NOT assigned the same number as it was in 2010.

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Note: Electrical shall be limited to 15 amps per 10 x 10 space. Your 15 amps of electric is included in your vendor space. Fair management reserves the right to meter each vendor and any increased usage, unless pre-approved by management, is subject to a surcharge.

Please list other fairs, festivals or events (include a contact person and telephone number) in which you have participated:

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#### **REMINDER OF IMPORTANT INFORMATION:**

**All applicants:** A \$450.00 deposit/minimum fee is required for each application. If you are accepted, the deposit/minimum fee is non-refundable and will be applied towards the booth space fee. If you are not accepted, the deposit will be refunded. **Applications received after April 29, 2011 are subject to a \$50 late registration fee PER 10 x10 SPACE. Accounts not paid in full by April 29 will be considered late and are subject to the fee.**

All vendor spaces are outside and given a 10 x 10 area. NO inside tents or structures (i.e. tables, chairs, and lighting) of any kind will be provided. Each vendor is responsible for his/her own property and for furnishing own tents, tables, chairs and change. Vendors are responsible for insurance and protection of items and displays. St. Mary's Polish Country Fair will not be responsible for damage to vendor items or displays.

No Security specific to the vendor area will be provided after Fair Hours.

#### **Questions?**

Refer to [www.stmaryspolishcountryfair.com](http://www.stmaryspolishcountryfair.com). If you cannot find the information you need there, contact Stephanie Purdey: (810)-287-4975 or [stephanie@8pointpromotion.com](mailto:stephanie@8pointpromotion.com)

**Thank you for your interest in the 2010 St. Mary's Polish Country Fair!**