

Horizons Conference Center Holiday Art & Craft Show

December 8, 2018 • 9:00 am - 3:00 pm

Name _____
Address _____
City _____ St _____ Zip _____
Phone # _____
Email Address _____
Website Address _____
Description of Craft _____
Electric Needed? Yes No
Special request? _____
Not all requests can be met
Do you have a back drop at least 5' tall? Yes No
Do you want flyers to advertise our shows? Yes No
Signature: _____
I agree to the rules and regulations listed on the reverse side of this contract.

Remit Payment To: Leslie Needham
111 Surrey Rd, St. Louis, MI 48880
(Checks, Money Orders, Visa, or MasterCard Accepted)
____ 8'x10' @ \$100.00
____ 10'x10' @ \$120.00
____ 8' Table @ \$15.00 extra per table
____ Chairs @ \$4.00 each
____ \$3.00 per booth for credit card payment

NO REFUNDS

Amount Paid: \$ _____ Check # _____
Visa/MC # _____
Expiration Date _____ CVV _____

For Office Use Only:		
Confirmation _____	Flyers _____	Const. Cont. _____

RULES & REGULATIONS

All backdrops must be decorated attractively. A backdrop is a term we use to describe a type of divider between you and adjoining booths. The web site has examples of various backdrops. All tables shall be covered neatly to the floor on all sides. You must provide an accurate list of merchandise to be in the show, plus 4 photos, 1 of your set-up and 3 of your crafts. A self addressed stamped envelope must accompany all applications. All items must be juried in and subject to review day of sale. Keepsake Collection reserves the right to make final determination of all conditions. Any unsuitable items will be removed immediately upon request of management. Exhibit spaces are filled in order applications are received with full payment. This also means when a category is full, we close it. After unloading, all vehicles must be moved to specified parking lot. **BRING YOUR OWN CHAIRS. NO REFUNDS.**

Keepsake Collection, any helpers, any facility event is held at will assume no responsibility for any injury or loss or legal action for any reason to the undersigned, their helpers, or their property. The undersigned agrees to indemnify and hold harmless all above for any and all set claims. If the said premises are destroyed by fire, or if any cause whatever makes it impossible to have the above show, the lease agreement will terminate and the exhibitor waives any claim for damages, including the return of the rental fee. It is the responsibility of the applicant to retain liability insurance valid from setup through take down of the show.

ALL APPLICATIONS MUST BE FILLED IN COMPLETELY OR WILL BE RETURNED UNPROCESSED.