



CHRISTMAS IN CLAWSON CRAFT SHOW 2023 CRAFTER PACKET

SHOW INFORMATION

Established in 1984, the Christmas in Clawson Craft Show is the area's largest juried craft show, with 200+ crafter spaces and a regular attendance of 3,500+ patrons. All proceeds from this non-profit, volunteer-run charity event are proudly donated to Clawson, Michigan's public school students, teachers, and families directly through our local PTOs and PTSAs.

Show Type: Juried, which means all items have to be handmade arts and crafts. No commercial items are allowed.

Admission: \$5.00 (children 13 & under free).

T-Shirts: Each year a Clawson Public Schools student designs the annual event t-shirt that is offered for sale.

Space Sizes: 12' x 5' and 10' x 10' – approximately, may vary.

Amenities: One table and one chair is provided per space. Booth sitters, unloading and loading assistance, and extra storage in media centers is provided at no extra charge. A cold lunch special is available for delivery.

Electric: Available for a \$5.00 fee. Crafter must provide their own long, heavy-duty extension cord.

Space Fee: \$90.00 per space, three spaces maximum.

Raffle: Each Crafter must donate a \$20.00 raffle item or add an additional \$20.00 to their space fee.

Parking: There are approximately 170 parking spots and 200+ crafters. In order to have the best foot traffic possible and better sales for crafters, in 2017, CIC initiated the enforcement of off campus parking for Crafters.

You will receive a Bus Ticket/Parking Slip and you will need to give this to the Shuttle Bus Drivers when you park at the city park. This Bus Ticket will show that you participated in the off-campus parking. If you do not participate you may not be welcomed back the following year. If you have a disability and cannot ride the Shuttle Bus, please let us know. The Shuttle Bus will run from 7am to 6pm with a shuttle every 15 minutes.

Deadline: None.

Contact: Andrea Hodges (Director) -- 248.840.8938
ChristmasInClawson@gmail.com

Website: www.ChristmasInClawson.com

Socials: www.facebook.com/ChristmasInClawson
CIC maintains an official Facebook & Instagram page and creates an official event each year. Crafters are asked to not duplicate our event or create their own, but are encouraged to share the official event pages.

WHERE

Clawson High School
101 John M Ave
Clawson, MI 48017

WHEN

Saturday November 11, 2023
9:00am - 4:00pm

SET-UP

Friday November 10, 2023
6:00pm - 8:30pm

OR

Saturday November 11, 2023
6:15am - 8:30am

INSTRUCTIONS

To fully utilize this digital form, you must open it in Acrobat Reader (available for free at get.adobe.com/reader). You will not be able to upload photos of your crafts if you are filling it out in an internet browser window. Or, you can instead submit this form by email or by printing and mailing it (along with photos).

- 1) Review the **SHOW INFORMATION**.
- 2) Read carefully the **LEASE AGREEMENT**.
- 3) Sign (digitally, or physically after printing) and date the **LEASE AGREEMENT**.
- 4) Fill out the **CRAFTER APPLICATION**.
- 5) Answer all items in **COST CALCULATOR**.
- 6) Click the **SEND** button.

OR Save this completed packet as a pdf and email it to ChristmasInClawson@gmail.com

OR Print this packet and mail it to
CIC Director, 510 West Baker,
Clawson, MI 48017

7) **Make sure your application includes photos of your items. Applications made without photos will not be considered.**

9) Make your payment in one of these ways:

- Use our online payment portal at ChristmasInClawson.com/crafters
- Mail a check made payable to "Christmas in Clawson" to
CIC Director, 510 West Baker,
Clawson, MI 48017
- **Venmo** to @ChristmasInClawson

Make sure to include your name and your contact details with your payment.

Thank you for your support!

LEASE AGREEMENT

The undersigned person ("crafter") hereby makes application for space in Clawson PTSA/PTO's juried craft show, CHRISTMAS IN CLAWSON CRAFT SHOW 2023 ("Lessor"), for which the undersigned agrees to pay the sum of Ninety and 00/100 Dollars (\$90.00) for a space, for one (1) day ("space fee").

All crafters are required to provide a craft item with a minimum value of Twenty and 00/100 Dollars (\$20.00) for the Event Raffle ("Craft Raffle Fee") or add Twenty and 00/100 Dollars (\$20.00) to the table space fee. Table Fee (and Craft Raffle Fee, if applicable) shall be paid at the time of application and the craft donation dropped off during set-up time the day before the show or the day of the show in the Clawson High School Media Center. **(Lessor may lease a maximum of three (3) spaces.)**

Crafter agrees to the following terms and conditions:

- (1) Lessor shall not be responsible for fire, theft, injury or legal action which might arise on the premises during the time occupied according to this Agreement.
- (2) **Only handmade items may be sold.** Baked goods are acceptable at the discretion of the Lessor. Crafter will not exhibit any other items than those which it has been juried for and as described in its Application herein. Crafter agrees to remove from display and sale those articles of an objectionable nature to Lessor.
- (3) Sub-leasing of spaces by Crafter is forbidden.
- (4) Collection of sales tax will be the sole responsibility of Crafter.
- (5) Private raffles by Crafter are expressly forbidden.
- (6) Lessor makes no representations as to the exact dimensions of individual spaces. Each space will accommodate an 8' x 3' table, which will be provided per space, at no additional charge, upon request of Crafter. One chair will be provided per space. Crafter must supply its own covering for 8' x 3' table. **SPACE LOCATION WILL BE AT THE SOLE DISCRETION OF LESSOR.**
- (7) There will be an additional Five and 00/100 Dollar (\$5.00) charge for use of electricity. Crafter shall provide their own long, heavy-duty extension cord.
- (8) If Crafter does not participate in parking off-campus and chooses to keep their vehicle at the school parking lots they may not be welcomed back the following year and be subject to a \$100.00 fee. If you are unable to ride the Shuttle Bus, let us know. For more information, please see Show Information.
- (9) Crafter will not create a separate social media event page (on www.facebook.com or otherwise) duplicating or utilizing the official "39th Annual Christmas in Clawson Craft Show" social media event page (on www.facebook.com or otherwise). Crafter is encouraged, however, to share the official social media event page on their page(s) to help support attendance.
- (10) There will be absolutely **NO REFUNDS** after contract is accepted.
- (11) **Crafter will set up the evening before the show OR the day of the show beginning at 6:15am. Crafter must be unloaded and set up by 8:30am or Crafter will forfeit their space. Doors will be closed at 8:30am.** Crafter will remain for the **ENTIRE LENGTH OF THE SHOW.**
- (12) **No smoking or vaping** is permitted anywhere in the building.

If loading/unloading assistance is made available by Lessor, and Crafter requests such assistance, Crafter holds Lessor harmless from any and all damage which might occur as a result of such assistance.

The undersigned Crafter has read the foregoing Lease Agreement, understands all of its provisions, and agrees to abide by the terms and conditions thereof.

Date

Crafter's Signature

Crafter's Printed Name

CRAFTER APPLICATION

Name: _____ Booth/Business Name: _____

Address: _____

Phone: _____ Email: _____

Weblink (website, Facebook, Etsy) if applicable: _____

Detailed description of items for sale:

Other important information or notes:

Photos of items:

| | |
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| <p>Please include at least two photos with your application. If you are unable to use these upload spaces, first make sure that you are filling this form out using Acrobat Reader (available for free at get.adobe.com/reader) - not inside an internet browser window. If you are still unable to add your photos, or wish to add more, please instead attach them to an email along with this application, and send it to ChristmasInClawson@gmail.com.</p> | |
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COST CALCULATOR

Space Fee: \$90 per space. Three spaces maximum.

How many spaces do you request? _____ x \$90 _____
Space preference: 10' x 10' 12' x 5'
Shall we provide you a table? Yes No **Space Fee**

Raffle Fee: Crafters must donate a crafted item (valued \$20 or more) to our raffle fundraiser, or add \$20 to their table space fee. \$20 _____
Choose one: I will donate an item I will pay \$20 **Raffle Fee**

Electrical Fee: Access to electrical is available for \$5. Crafters must supply their own heavy-duty extension cord. \$5 _____
Do you require access to an electrical outlet? Yes No **Electrical Fee**

T-Shirts: Exclusive event t-shirts are available to crafters for \$18 each. If you would like one, orders must be made before 10-25-23.
How many t-shirts would you like to order now? _____
Size(s): S M L XL XXL _____ x \$18 _____
T-Shirts

Cold Lunch Special: Lunches are \$7 each and will be delivered to your booth. Includes a sandwich wrap, fresh cut fruit, pasta salad, chips, cookie, bottle of water, condiments, napkin and plasticware. Orders must be made before 10-25-23. _____ x \$7 _____
How many lunches would you like to order now? _____
Sandwich Selection(s):
 Turkey Ham Roast Beef Tuna Vegetarian **Lunch Order**

Venmo Fee: Include a \$3 convenience fee if you will pay with Venmo. \$3 _____
Will you pay with Venmo? Yes No **Venmo Fee**

*Ensure this amount is correct.
Click here to refresh the calculation.

_____ **is your total amount due.**

Please make this payment now in one of the following ways:

- Use our online payment portal at ChristmasInClawson.com/crafters
- Mail a check made payable to Christmas in Clawson, to:
CIC Director, 510 West Baker, Clawson, MI 48017
- **Venmo** your payment to @ChristmasInClawson

Make sure to include your name, booth name, and contact details with your payment.

Please note that crafting applications are considered on a first-come first-served basis, and **your space is not guaranteed until your application and photos are received, your application is approved, AND your payment is received.** If your application is complete, please submit it using this button:

OR Save this completed packet as a pdf and email it to ChristmasInClawson@gmail.com

OR Print this packet and mail it to CIC Director, 510 West Baker, Clawson, MI 48017

Make sure your application includes photos.