



Professional Law Enforcement Association Foundation Booth # _____

Back the Blue Juried Arts & Crafts Show

Hosted by PLEA Foundation Inc.

October 21-22, 2017

LUTHERAN HIGH NORTHWEST, 1000 Bagley Dr. Rochester Hills, MI 48309

Date Rcv'd _____

Regular Application Deadline: 8/31/2017

Late Application Deadline: 9/21 with \$20 Late Application Fee

SECTION #1

PERSONAL INFORMATION

Vendor Name: _____ Business Name: _____

Address: _____ City: _____ State: _____ Zip: _____

Home Phone: () _____ Cell Phone: () _____

E-mail address: _____ Number of Vendor's Attending: _____

☐ New Vendor ☐ Returning Vendor ☐ Do you require a Handicap parking space*?

*(Must show current State of MI handicap permit at Entrance Check in area in parking lot & display in car)

SECTION #2

SPACE REQUEST: I WOULD LIKE TO RESERVE:

- | | |
|--|----------|
| <input type="checkbox"/> ONE 6' X 12' space | \$75.00 |
| <input type="checkbox"/> ONE 10' X 10' space | \$85.00 |
| <input type="checkbox"/> TWO 10' x 10' spaces | \$150.00 |
| <input type="checkbox"/> TRADITIONAL END/CORNER (very limited) | \$150.00 |

ELECTRICITY: I WOULD LIKE TO RESERVE:

- | | |
|--|-----------------|
| <input checked="" type="checkbox"/> ELECTRICITY – ONE SPACE reserved (one 3 prong outlet-limited & subject to availability) | SOLD OUT |
| <input checked="" type="checkbox"/> ELECTRICITY – TWO SPACES reserved (one 3 prong outlet-limited & subject to availability) | SOLD OUT |

TABLES: I WOULD LIKE TO RESERVE:

- | | |
|---|-----------------|
| <input checked="" type="checkbox"/> ONE 6 FT TABLE (For any sized space reserved) | SOLD OUT |
| <input checked="" type="checkbox"/> TWO 6 FT TABLES (For double booth only) | SOLD OUT |

LATE APPLICATION PROCESSING FEE:

☐ FOR ALL APPLICATIONS SUBMITTED/ POSTMARKED BETWEEN 9/01-9/21 DEADLINE. APPLICATIONS RECEIVED AFTER THIS DATE WITHOUT FEE WILL NOT BE ACCEPTED.

EXTRAS:

- | | |
|---|---------|
| <input type="checkbox"/> WEBSITE & SOCIAL MEDIA MENTION | \$20.00 |
|---|---------|

TOTALS: \$ _____

SECTION #3- PAYMENT INFORMATION

☐ CASH ☐ CHECK ☐ CREDIT CARD

Make checks payable to: **PLEA Foundation Inc.**

Type of Card (circle one): VISA M/C DISCOVER AMEX

Name on Card: _____ Card #: _____

Exp. Date: ____/____/____ CVV: _____ (Last 3 digits on back)

Send application and payment to: **PO Box 1197 Troy, MI 48099**

SECTION #4

RULES AND REGULATIONS:

1. All booth fees and spaces are non-refundable.
2. This is a juried event and therefore the event managers have the right to reject products and vendors from the show. All items must be approved 30 days prior to the event.
3. All Booths must be completely set-up 30 minutes prior to the start of the show. All [booths](#) that are not occupied within half hour of opening the show will forfeit their booth space and fee.
4. DO NOT TAKE down booth until the end of the show. Failure to adhere by this rule will result in a \$25 fine and vendor will be prohibited from future events.
5. Vendors must keep all boxes and moving tools away from booth area until the end of the show.
6. Exhibitors are expected to keep their items neatly [displayed](#) at all times and to be at their booth during the hours the show is open.
7. The vendor will be responsible to replace, repair, and otherwise assume the expense for any damage to the facility caused by the vendor or their representatives
8. [Exhibitor's booths](#) must be of sound construction and must in no way obstruct or endanger the neighboring booth areas. [Tables](#) must be covered on 3 sides with a tablecloth to the floor.
9. Each participant is responsible for following all federal, provincial, and municipal regulations and restrictions regarding their individual craft. Vendors selling food will need to acquire permit on their own if the city requires it.
10. Collection of [retail sales tax and GST](#) is the responsibility of the registered exhibitors.
11. Smoking, drinking and any type of gambling are **prohibited** inside and on the grounds of the show.
12. Offensive, indecent, and/or vulgar items are not permitted. "Questionable" items will be removed without argument upon request of show management.
13. The vendor must move their vehicles, vans, trucks, trailers etc. to designated vendor parking area(s) immediately after unloading during move-in.
14. Vendors must bring their own extension cord, if they are at a booth that has electricity
15. No taping, nailing, or hanging anything on the walls or floors of the facility.
16. All vendors are to bring their own table unless they have specified otherwise (additional \$10 option to rent a table must be selected on application and must be received by event staff no later than 30 days prior to event.)
17. All vendors must donate a \$15 item to the raffle.
18. **ALL APPLICATIONS MUST BE FILLED IN COMPLETELY OR WILL BE RETURNED UNPROCESSED.**

Signature: _____ Date: _____

SECTION #5

IN ORDER TO BE CONSIDERED FOR OUR SHOW, YOU MUST SEND IN ALL OF THE FOLLOWING ITEMS:

1. Quality Photo [PRINTS](#) required:
2. Close up photos of each craft item (no smaller than 3" by 5" in size)
3. List of all items for sale from each vendor
4. Picture of booth/display
5. List category of your business (ex: Bears, Jewelry, Holiday, Wood, Needlework, etc.)

Featuring Vendors, Artists, and Crafters



Hosted by: **plea** FOUNDATION 

Saturday, October 21st @ 9am-5pm
&

Sunday, October 22nd @ 11am-4pm

Lutheran High Northwest
1000 Bagley Dr. Rochester Hills, MI 48309
(Auburn & Livernois crossroads)

*****Now Accepting Vendor Applications*****

Visit foundation.plea.net/events to download the
Vendor Application today!

The Professional Law Enforcement
Association Foundation Inc. will use all funds
that are raised to purchase K9 bullet-proof
vests for local K9 Officers!

Follow Us @pleafoundation

