



57th Annual Festival of the Forks
 Artist/Exhibitor & Vendor Application
 September 20-21, 2024



First Name _____ Last Name _____
 Business Name _____ MI Sales Tax ID # _____
 Address _____ City _____ State _____ Zip _____
 Phone () _____ E-mail (Required) _____
 Booth Location Request _____

Circle One Booth Type: Artist/Exhibitor Marketplace Public Information Non-profit

Friday Booth Fees* - Please Circle Your Selection for FRIDAY

Set-up 12-2 p.m.; Festival 3-7 p.m.	One Space - 10'x10'	Two Spaces - 20'x10'	Three Spaces - 30'x10'
Early Bird (received by July 12, 2024)	\$30	\$45	\$60
Regular (received by August 16, 2024)	\$45	\$60	\$75

GACC Member Benefits

Receive \$50.00 Discount upon membership renewal*

*Must be a member in good standing and paying vendor. Excludes Individual/Non-Profit Org./Artist memberships.

Saturday Booth Fees* - Please Circle Your Selection for SATURDAY

Set-up 8-10 a.m.; Festival 10 a.m.- 5 p.m.	One Space - 10'x10'	Two Spaces - 20'x10'	Three Spaces - 30'x10'
Early Bird (received by July 12, 2024)	\$50	\$75	\$100
Regular (received by August 16, 2024)	\$75	\$100	\$150

*Each vendor must supply their own booth equipment/tent, tables, chairs, and power cords.

Non-profits:

I represent a non-profit organization and request to receive the Non-Profit Flat Rate of \$25.00. Non-profit groups may be placed on Superior Street or a side street depending upon demand.

Non-profit EIN# _____

Payment Information

Payment is due with application. Application and payment must be received by July 12, 2024, for Early Bird rate. The deadline for applications will be August 16, 2024. Applications after the deadline will be put on a waiting list.

Check Payment:

Please make checks payable to: **Greater Albion Chamber of Commerce & Visitors Bureau** (Memo: Festival of the Forks)

Credit Card Payment: Visa ___ MC ___ Cardholder's Name _____

Credit Card # _____ CVV _____ Exp. Date _____

Billing Address _____ City _____ State _____ Zip _____

Amount _____ Signature _____ Date _____

Complete and return to: Festival of the Forks, P.O. Box 238, Albion, MI 49224

Website: festivaloftheforks.org Email: chamberoffice@greateralbionchamber.org Telephone: 517.629.5533



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This is a Family-Friendly event. Family-Friendly items only.

I am selling hand-crafted products*

I am selling manufactured products*

*Please provide specific information about the items you will be selling:

2024 Festival of the Forks Vendor (Artist/Exhibitor, Marketplace, Public Information, Non-Profit) Agreement

Festival of the Forks Vendor Requirement Policy & Procedures:

- Payment is due with application. Application must be received by July 12, 2024, for Early Bird rate.
Vendor spaces are available on a first come, first served basis by completing vendor application, payment, and contacting the Greater Albion Chamber of Commerce.
Vendor numbers/placements in relation to business locations on the 2024 vendor map are not guaranteed and are an approximation.
Final booth assignments and completed 2024 vendor map will be provided by email by Friday, September 6, 2024, all booth assignments will be final.
Each vendor must supply their own booth equipment/tent, chairs, generator, electrical needs, etc. Electricity will not be provided or guaranteed.
Each vendor must exhibit, oversee, and remove his/her own materials.
All vendors are to be set-up directly on Superior, Erie or Cass Streets within their assigned vendor space up against the curb.
At no time throughout the Festival are vendors to be located on sidewalks on Superior, Erie and/or Cass Streets unless prior arrangements have been made with the Greater Albion Chamber of Commerce & Visitors Bureau.
This is an outdoor event. Please come prepared for the weather conditions (no refunds).
There is no late admittance for vendors not set-up by Friday at 2 p.m. and Saturday at 9:30 a.m.
Vendors will enter the Festival at the intersection of Michigan Avenue and Superior Street in downtown Albion.
Set-up hours for Friday: 12-2 p.m. Set-up hours for Saturday: 8 - 9:30 a.m.
Tear-down hours for Friday: 7-8 p.m. Vendors MUST be torn down by 8 p.m. Tear-down hours for Saturday: 5-6 p.m. Vendors MUST be torn down by 6 p.m.
Vendors MUST remain/exhibit until close of the Festival at 5 p.m. (failure to observe this rule may ban vendors from future Festivals).
Cancellation: There is a 25% cancellation fee.
The Greater Albion Chamber of Commerce reserves the right to refuse registration for any vendor. Vendors promoting goods and services that do not promote a family-friendly environment will be asked to leave and denied future registration/participation.

I hereby agree to the terms set forth in this application. I agree that the City of Albion, Greater Albion Chamber of Commerce & Visitors Bureau, the Festival of the Forks, its members & volunteers shall not be responsible for loss of or damage to any personal property. I understand that the deposit of my check constitutes acceptance in the show. I understand that failure to follow the Vendor Requirement Policy & Procedures stated herein can mean immediate expulsion from the Festival of the Forks.

Signature _____ Date _____

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