



56th Annual Festival of the Forks
 Artist/Exhibitor & Vendor Application
 September 15-16, 2023



First Name _____ Last Name _____
 Business Name _____ MI Sales Tax ID # _____
 Address _____ City _____ State _____ Zip _____
 Phone () _____ E-mail _____ Website _____
 Facebook _____ 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.	Single - 10'x10'	Double - 20'x10'	Triple - 30'x10'
Early Bird (received by July 14, 2023)	\$30	\$45	\$60
Regular (received by August 31, 2023)	\$45	\$60	\$75

GACC Member Benefit

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.-6 p.m.	Single - 10'x10'	Double - 20'x10'	Triple - 30'x10'
Early Bird (received by July 14, 2023)	\$50	\$75	\$100
Regular (received by August 31, 2023)	\$75	\$100	\$150

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

Non-profits: _____ **Non-profit EIN#** _____

I represent a non-profit organization and request to receive the Non-Profit Rate of \$25.00 for a 10'x10' booth space. Non-profit groups may be placed on Superior Street or a side street depending upon demand.

Payment Information

Payment is due with application. Application and payment must be received by July 14, 2023, for Early Bird rate.

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 _____

This is a Family-Friendly event. Family-Friendly items only.
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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I am selling hand-crafted products* I am selling manufactured products*

I am interested in electricity for this event (limited availability, not guaranteed)

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

2023 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 14, 2023, for Early Bird rate.
Booth requests are not guaranteed. We will do our best to satisfy Booth Location Requests.
Booth assignments will be provided by September 1, 2023, by email.
Each vendor must supply their own booth equipment/tent, chairs, power cords, etc.
Each vendor must exhibit, oversee, and remove his/her own materials.
All vendors are to be set-up directly on Superior, Erie and Cass Streets within their assigned vendor space up against the curb (Superior Street vendors are to be located within designated parking areas 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.
At no time throughout the Festival are vendors to request use of electricity or other utilities from businesses located within downtown Albion (vendors who checked, "I am interested in electricity for this event," on their application may have access to electricity - no day-of electricity add-ons).
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 10 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 - 10 a.m.
Tear-down hours for Friday & Saturday: 7 - 8 p.m. Vendors MUST be torn down by 8 p.m.
Vendors MUST remain/exhibit until close of the Festival at 7 p.m. following the evening parade (failure to observe this rule may ban vendors from future Festivals).
Cancellation: There is a 25% cancellation fee if applicant cancels after July 14, 2023 (no refunds).
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.
Any misrepresentation of the nature of a vendor's business will be grounds for denying registration.
Vendors that put Greater Albion Chamber of Commerce staff, volunteers, and/or the public in any kind of danger will be asked to leave and will be denied future registration/participation.
The festival is subject to local, state, and federal orders and recommendations.

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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