

St. Thecla Fall Festival Vendor

Crafter tent information

- Applications will be accepted on a first come/first served basis. Every effort will be made to avoid duplicate products or services, or space them apart in the tent.
- Waiting list - Applicants that are placed on the waiting list are placed in order. If an exhibitor cancels, the committee refers to the list to replace them.
- The committee reserves the right to decline applicants whose products or services are not consistent with a family centric event. This is a parish venue, please be respectful. Booths selling unapproved or inappropriate items will be asked to remove the items or leave and will forfeit all paid fees.
- If your application is accepted, the fee is \$75 for the duration of the festival, due within 10 days of application acceptance by the committee. Payment can be dropped off at the Parish office, cash or check.
- This is a 'rain or shine' event. Refunds will be given only if cancellations are made greater than 10 days before the festival date AND your table can be resold.
- No commission taken on sales. All exhibitors are responsible for their own 6% Michigan sales tax.
- Each vendor space will have an 8 ft table; the vendor space will be 8' wide x 10' feet deep. Also, if you wish, we recommend bringing your own chairs, table covers, table banners, cash & change, cash boxes, mobile payment apps on your smartphone (ie: Square, Apple Pay, etc), flyers, pamphlets, etc.
- Signs and displays must fit within the allotted space and not obstruct other vendors or walkways. The committee reserves the right to require removal of signs deemed in violation.
- Festival hours are Saturday September 18 2p.m. until 11 p.m.; Sunday September 19, noon until 7 p.m.
- Set-up may begin as early as 3 p.m. on Friday, or on Saturday morning and must be completed before 2pm Saturday. Overnight security will be present on both Friday and Saturday nights.
- Vehicles may not be parked next to the tent, however we can arrange for load-in and load-out curbside or near the tent. Please plan to use a hand-cart, dolly, or wagon to transport merchandise and equipment from loading/unloading areas for set-up and take-down. You are responsible for setting up, maintaining and removing your own merchandise and trash.
- The tent has overhead lighting; electricity access is limited but we will try to accommodate requests. Amplified sound that extends outside the assigned space is not allowed.
- Observe all safety and fire rules with regard to aisleways and walkways.
- Smoking / vaping in the tent is strictly prohibited. No open flames allowed (for example, candles) for any reason.