

Roscommon Christmas in the Village
Saturday, December 2, 2023
 Craft Show Application
 CRAF Center | 606 Lake Street | Roscommon, MI 48653
 Application Deadline: Friday, September 1, 2023

Name: _____

Mailing Address: _____

Email: _____

**Note: Correspondence will be by email if address is provided*

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

Description of Craft (use other side if more space is needed): _____

_____ I prefer the same booth that I had at the 2022 show.

_____ I want a booth next to: _____

_____ I want a booth with electricity. I've added \$5 to my check.

_____ I want _____ tables. I've added **\$5 per table** to my check.

Booth Fee (\$40) limited to one booth \$ _____

Electricity Fee (\$5) only 4 available \$ _____

Tables (\$5 per table) \$ _____

My Check# _____ **Total:** \$ _____

Make Checks Payable To: C I V
 PO Box 905
 Roscommon, MI 48653

INTERNAL USE ONLY	Date Received	Check Number	Amount \$

	Approved by Committee
	Photos Received
	Assigned Booth #
	Approved for 2023

For further information, please contact Lori Mattingly
 Home: (989) 275-4947 [leave a message if no answer] or
 Email: lorimatt@charter.net or
 Website: www.roscommonchristmasinthevillage.com

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Craft Show Application

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Application Deadline: Friday, September 1, 2023

Registration

Registration will be assigned in the order received. **Application deadline: Friday, September 1, 2023.**

- Cashing your check does not mean you are automatically accepted into the show.
- The committee will make the final decisions on September 1st.
- If you are not accepted into the show, you will be refunded your money; you will be notified by email or mail.
- Christmas in the Village committee's decision is FINAL.

Setup & Breakdown

- There will be an early set up on Friday, December 1st from 6:00pm-8:00pm.
- Saturday setup (day of show) begins at 8:00am. Enter the CRAF Center from Third Street entrance.
- Craft Show is on Saturday, December 2nd from 11:00am-8:00pm
- Breakdown time begins at 8:00pm and not beforehand.

Helpful Tidbits

- Spaces are limited to one (8' x 10') space per crafter at a cost of \$40. Spaces will be available in the large gym. A limited number of tables are available at \$5.
 - Please make your booth look like Christmas (tablecloths to cover your tables and Christmas decorations, etc.)
- You must include photos of your craft show items, booth set-up and you working on your craft, even if you have been in our show previously. Photos will be returned the day of the craft show.
- Any crafter unable to attend must give forty-eight (48) hours' notice in order to receive a refund.
- You must make all your craft items. No wholesale products will be accepted, and you will be asked to put such away.
- You will receive your booth assignment at check-in.
- If you want the same booth as last year, please indicate that on the application. If you want to be next to a specific person, please indicate that on the application as well, in the area provided. We will try our best to accommodate you.
- There are four (4) spots with electricity with a \$5 additional charge.

Checks must accompany the application.

Make checks payable to: C I V (Christmas in the Village)

Send Checklist:

_____ Completed Application
_____ Minimum 3 photos
_____ Check payable to CIV

Mail to: C I V
PO Box 905
Roscommon, MI 48653

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