

# PORT CITY CRAFTSMEN ARTS & CRAFTS SHOW FALL 2017 SHOW APPLICATION

Please Print.

**CATEGORIES: NO MORE THAN THREE (3) PER EXHIBIT**

1 \_\_\_\_\_ 2 \_\_\_\_\_ 3 \_\_\_\_\_

Return this sheet, signed, with your check, SASE (if no e-mail), and four (4) photos, one for each category and one of your complete display including backdrop and sides. Place name and address on back of each photo (only need photos if NOT previous year vendor).

NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

TELEPHONE \_\_\_\_\_ CELL \_\_\_\_\_

EMAIL ADDRESS \_\_\_\_\_

FACEBOOK \_\_\_\_\_

IN CASE OF EMERGENCY CONTACT \_\_\_\_\_

NUMBER OF BOOTHS \_\_\_\_\_ X \$99.00 = \_\_\_\_\_

(After October 15th booth fee is \$125.00)

TABLES (8 ft) \_\_\_\_\_ X \$ 10.00= \_\_\_\_\_

ELECTRICITY \_\_\_\_ YES \_\_\_\_ NO \$10.00= \_\_\_\_\_

(per weekend)

AD IN SHOW PROGRAM (see page 3) \$ \_\_\_\_\_

TOTAL DUE \$ \_\_\_\_\_

**MAKE CHECKS PAYABLE TO PORT CITY CRAFTSMEN**

**P. O. Box 8587, Mobile, AL 36689**

There will be a \$30.00 charge for returned checks.

For camper sites, contact Abba Shrine Auditorium at (251) 633-5195.

Previous exhibitor? \_\_\_\_ YES \_\_\_\_ NO. If yes, when? \_\_\_\_\_

Would you be willing to demonstrate your craft? YES \_\_\_\_ NO \_\_\_\_

No canopies allowed. Does your display have solid sides? YES \_\_\_\_ NO \_\_\_\_

The undersigned hereby accepts the responsibility to see that all occupants of their booth abide by the rules and regulations as set forth and understands that he/she is obligated to exhibit only items listed on the application and accepted by the show committee and to have the display in place and occupied for the complete hours of the show. The undersigned does hereby release and forever discharge THE PORT CITY CRAFTSMEN from all manner of legal claims and actions whatsoever from loss or damage to the undersigned's property or bodily injury while on show site, possession, supervision of the auspices of the above agents, representatives or employees.

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

## PORT CITY CRAFTSMEN 2017 FALL CRAFT SHOW

**NOVEMBER 17-19, 2017.** Friday, November 17, 9 am – 5 pm; Saturday, November 18, 9 am – 5 pm; Sunday, November 19, 11 am – 4 pm at the Abba Shrine Auditorium, 7701 Hitt Road, Mobile, AL 36695.

**ENTRY FEE:** \$99.00 until October 15th, after October 15th entry fee is \$125.00 (12 x 12 space); Tables \$10.00; (Chairs free); Electricity \$10.00 per weekend.

**EXHIBITORS:** Limited to two (2) spaces and three (3) categories per exhibit. To avoid excessive competition, restrictions will be placed on the number of applications accepted in any category. Printed programs will be available. Table cloths are mandatory and are to be pressed and cover tables to the floor on all sides. No canopies or backdrops taller than eight (8) feet are allowed. If your booth has solid sides, please specify on your application. Booth size is 12 x 12.

**MOBILE COUNTY** requires a **BUSINESS LICENSE** or **VENDOR LICENSE** for all vendors.

**FOOD VENDORS** must have a food handlers license or cottage food law certification.

**MEDIA:** All media, artists, crafts, etc., are accepted. However, this is a family show and we reserve the right to exclude the exhibition of any work unsuitable for display. All crafts must be hand-made. Please be prepared to demonstrate your work. **NO KITS OR IMPORTS.** (A limited number of non-craft booths have been accepted that the show committee feels will add to the diversity of the show.)

**SET-UP AND BREAKDOWN:** The building will be open to exhibitors on Thursday, November 16, from noon until 7 pm, and Friday, November 17, at 7 am. All vendors must be ready to sell by 9:00 am Friday. Exhibitors must remain open until 4pm Sunday with **no early breakdowns.** We have advertised specific hours for the show. The building will be closed at 7pm on Sunday.

**ENTRY DEADLINE:** October 15, 2017. After October 15th applications will be accepted if space is available.

**PUBLICITY:** TV Adds, Facebook, newspaper and publication notifications and advertisements, flyers, car and road signs, electronic sign at show site, and other methods.

**GENERAL FACILITIES:** Concessions will be open but no special diets will be available. There is ample parking and easy access for loading and unloading. After unloading, you are to move your vehicle to the parking area. Also, please do not move your vehicle into the loading area until you are ready to load your merchandise.

**REGULATIONS:** No smoking or alcoholic beverages are allowed. Strongly scented items (potpourri) must be wrapped. No objectionable music, lyrics or images will be allowed. This is a family show. Merchandise prices must remain the same throughout the show.

**SELECTION PROCEDURE AND CATEGORIES:** The selection committee will review all applications submitted. Send four (4) photos, three (3) of craft and one (1) of display (only if NOT previous year vendor). Print name and address on back. Committee will make decisions from work represented in photos. **REGISTRATION:** All money for booths must be paid by October 15th. After October 15th , booth fee is \$125.00 and applications must be accompanied by money order, cashier's checks, or cash. Cancellations must be received by the show chairman by November 1st in order to received a refund of one-half (1/2) of the entry fee. **NO REFUNDS AFTER NOVEMBER 2nd.** There will be a \$30.00 charge on all returned checks. Make checks payable to: **PORT CITY CRAFTSMEN, P.O. Box 8587, Mobile, AL 36689.**  
**Show Chairman** Ingrid Murdock (251) 649-5705, **Registration:** Cheryl Overton (251) 675-7615  
**E-mail:** portcitycraftsmen@yahoo.com

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If you would like to **advertise in our Show Program** (750 copies printed) please attach your business card or ad here:

**Deadline is October 15th, 2017**

\$15.00 for a business card

\$25.00 for a quarter page

\$50.00 for half a page

\$100.00 for a full page