

**2018 906 Festival**

**Erickson Center for the Arts**

**Non-Profit Vendor Application**

**Date and Location**

906 Festival will be held on Saturday, August 4, 2018 at the Erickson Center Park in Curtis. **ALL** vendor booths will be open from 11:00 am - 7:00 pm.

**Eligibility**

A non-profit vendor is a vendor that plans to participate in the 906 Festival to market its organization with either a demonstration, information, or fundraiser.  Non-profit vendors may give away items or sell items **ONLY** as a fundraiser for the organization. This includes raffle tickets.  Food, Artist and Retail Vendors will take priority in providing items for sale.

**Display Space**

Display spaces are 12½’ x12½’ (with an additional 2½’ storage area across the back of each site for storage). Vendors are responsible for their own display elements – tent, easels, tables, chairs, etc. Electricity is only available for food & beverage vendors. Indicate on your application form if you would like more than one display space. Spaces will be assigned by ECA staff. You will be notified by mail or email which space you have been assigned, along with a festival map. Vendors must contain their display items within their allotted space to ensure adequate passageways for foot traffic.

**Non-Profit Vendor Entry Fee**

Entry fee is a **refundable** $50 deposit. This fee will be fully refunded provided the vendor attends the full festival day (11:00 AM - 7:00 PM). The entry fee must be received at the time the application is submitted. Applications submitted without the entry fee will not processed until the fee is paid. If vendor fails to attend full festival day for any reason other than medical emergencies, the $50 deposit will be retained.

**Application Deadline**

The application deadline is July 13, 2018. This is a **FIRM** deadline. Vendor sites are limited, and applications will be reviewed and accepted on a first come, first serve basis. Applicants will be notified of their acceptance within three weeks of receipt of their application.

**Liability**

The Erickson Center for the Arts assumes no responsibility for loss of or damage to any products, display elements and personal property.

**Vendor Responsibilities**

**All vendors are requested to be in attendance throughout the event from 11:00 a.m. - 7:00 p.m**. Vendors are also responsible for removing their own refuse (boxes, packing paper, etc.) at the end of the day.

**Restroom Facilities**

Restroom facilities will be available in both levels of the Erickson Center in addition to port-a-jons located on the grounds.

**Manistique Lakes Lions Club Brunch**

The Lions Club will be sponsoring a pancake brunch at the Portage Township Community Building located in the adjacent block. Delivery of “to go” meals to artists will be available. Volunteers will circulate during the set-up time to take orders and make deliveries. Coffee will be available for artists in the Arts and Education Level (lower level) of the Erickson Center during the set-up time.

**Parking**

Parking is available in the lot across Main Street. Parking is also available in the parking lot on the north side of the Erickson Center. Parking is **not** allowed on Main Street along the grounds or next to assigned sites.

**Set-Up**

Set-up will begin at 8:00 am. 906 Festival is located between Big Manistique Lake and South Manistique Lake and it is often windy. The Festival is held rain or shine, so please come prepared for wind & inclement weather. Vendors may set-up on August 3rd after 3:00 p.m. Note that there is no electricity or security available. On-site camping is allowed.

**Wi-Fi**

Wireless internet is available. However, depending on your mobile phone carrier and location, artists in the past have not always been able to connect to it. If you rely on Wi-Fi for sales, the closer to the Erickson Center you are located, the better your chances are of securing a connection. Early registration is encouraged.

**Application Instructions**

Mail the completed application form, entry fee or credit card information to the address below. You will be notified of acceptance within three weeks of receipt of the application. If you do not have email or would prefer to receive a confirmation by mail, please include a stamped, self-addressed envelope with your application. Entry fees will be returned with unapproved applications.

**Contact Information**

Erickson Center for the Arts

PO Box 255

Curtis, MI 49820

office2@ericksoncenter.org

info@ericksoncenter.org

[www.ericksoncenter.org](http://www.ericksoncenter.org)

906-586-9974

**906 FESTIVAL**

**August 4, 2018**

**NON-PROFIT VENDOR APPLICATION**

***Application deadline is July 13, 2018. Please print clearly.***

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of organization:

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Mailing address:

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Telephone Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Brief description of your organization and content of booth, including any items that will be sold for fundraising purposes:

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We will notify you by email within three weeks if you have been accepted to participate in the 2018 906 Festival. If you do not have email or would prefer to receive a confirmation by mail, please include a stamped, self-addressed envelope with your application.

Number of sites requested \_\_\_\_\_

□ Yes, I would like a “booth sitter” volunteer to contact me with details the day of the event.

□ Check enclosed

□ Please bill my credit card. Credit card number \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Expiration date \_\_\_\_\_\_ (month) \_\_\_\_\_\_ (year) Security Code \_\_\_\_\_\_\_