

LAKE ARROWHEAD CRAFT SHOW

1195 APACHE LANE NEKOOSA, WI 54457 715/325-2904

September 1, 2012

(Saturday Only)

Good Day:

Please join us for the **23rd Annual Lake Arrowhead Craft Show**. Please handicapped parking rules have changed – please read below.

This is a juried show and reserves the right to assess each request in order to provide a quality line of handcrafted items to an estimated 1,500 viewers. **Photographs of the product (s) being sold by the vendor reserving the booth must be submitted including a minimum of 3 photos of your work in progress.**

Note: if you have already participated in a show – you DO NOT need to submit the requested photos. No re-sale items buy and sell items, flea market items, collectibles, manufactured and food items are not permitted.

RESERVATIONS

- Your reservation is to be made with full payment as soon as possible. **Don't delay our show fills fast!**
- We have a total of 123 available spaces and **reserve the right to limit the number of exhibitors in each category.** Therefore, sellers not selected solely on first-come-first-served basis, early returns may be to your advantage.
- Cancellations **must be made four (4) weeks** prior to the show to receive refund. *** Any cancellations will be charged a \$3.00 processing fee which is deducted from your registration submission.**
- The fee schedule on the attached form provides you with a 10' x 10' space. A maximum of two (2) spaces allowed.
- You are responsible for your own set-up. Tables must be covered to ground concealing any stored items.
- We will attempt to accommodate special requests with no promises.
- Reservation deadline – when full.
- Show will **not** be canceled in case of inclement weather – **rain or shine show.**

SET-UP & PRE SET-UP

- Registration information/space assignments **are mailed to you** and set-up can occur anytime Saturday morning but you **must be set-up by 9:00 AM. YOU CANNOT DRIVE TO YOUR SPACE ON SAT. AND NO DRIVING IS PERMITTED INTO SHOW AREA FOLLOWING THE SHOW UNTIL 4:30 PM.**
- Friday set-up is permitted anytime after 10:00 AM. We encourage Friday set-up. **No driving to your space is permitted except for Friday set-up.**
- Your tables must be draped to the ground to conceal any stored items. No chairs are provided.
- **ALL VENDOR VEHICLES MUST BE PARKED IN DESIGNATED VENDOR PARKING. FAILURE TO DO SO COULD RESULT IN CANCELLATION OF YOUR BOOTH FOR FUTURE SHOWS.** **Note: If you are requesting a variance from the vendor parking area due to a handicap and you want to be allowed to park in the designated handicapped area, you will need to provide a copy of your state assigned parking permit PRIOR to the show NOT the day of.. No exceptions.**
- If a canopy is used, you must secure to ground by blocks or other items other than stakes as the area is asphalted.

ADVERTISING

- Show advertising will be published in local and surrounding publications.
- Published in the Wisconsin Art & Crafts Directory and Mid-West Fair Directory.
- Event flyers are posted at area merchants and on the community bulletin boards.
- News releases are sent to the local radio and television stations.

RAFFLE DONATIONS

- Each year the Craft Committee hosts a raffle. We would appreciate your willingness to donate an item to our raffle and appreciate your thoughtfulness. Proceeds benefit worthy charities and service organizations.

We look forward to seeing you and should you have any questions, please feel free to call.

Sincerely,

Pamela Koeshall

Lake Arrowhead Craft Committee

Should you like to stay in the area:

Inn of the Pines	Hwy 13 & Hwy 21	608-339-3344	(Approx. 10 miles south of show area)
Super 8	Adams Friendship	608-339-6088	
Sleep Inn	Wis. Rapids	715-424-6800	
America Best Value	Wis. Rapids	715-423-8080	
Econo Lodge	Wis. Rapids	715-423-7000	
Quality Inn	Wis. Rapids	1-800-755-1336	
AmericInn	Wis. Rapids	1-800-634-3444	

Lake Arrowhead Craft Show

Saturday – September 1, 2012 9:00 AM-3:00 PM

1195 Apache Lane – Nekoosa

715-325-2904

FOR OFFICE USE ONLY

Date Received:

Check #:

Amt Paid:

of Spaces:

**** Note: If you are requesting a variance from the vendor parking area due to a handicap and you want to be allowed to park in the designated handicapped area, you will need to provide a copy of your state assigned parking permit *PRIOR to the show NOT the day of.* No exceptions.**

All vendors submit current photographs of the product being sold by the vendor reserving a booth and will be selling at this craft show including photographs of your work in progress (Minimum of 3 work in progress shots).

Note: if you have already participated in a show – you DO NOT need to submit the requested photos.

PLEASE NOTE: Products sold at this show must be made by the vendor renting the booth.

All spaces reserved are 10' x 10' – outside spaces		SINGLE SPACE 10' x 10' <input type="checkbox"/> \$40.00	
Reservation Deadline: WHEN FULL		DOUBLE SPACE 20' x 10' <input type="checkbox"/> \$80.00 (MAX. OF 2 SPACES)	
Submit photos of product being sold by vendor reserving booth including a min. of 3 photos of work in progress unless you have display at a previous show.		All displays require covering to ground, set-up and chairs	
Please Print			
VENDOR REGISTRATION INFORMATION			
Last Name:		First:	
Company / Business Name: (if applicable)			
Address:		City:	State: Zip:
Day Telephone: ()		Cell Phone: ()	E-mail:
CRAFT PRODUCT INFORMATION – SELLER PERMIT			
Years in Craft Sales:		How Many Shows Do You Participate In Annually?	
Type of Craft (s) Made: List items sold by vendor renting booth			
If you do not have a seller's permit number please submit your Social Security Number			
Seller Permit # :			
VEHICLE INFORMATION		ALL VENDOR VEHICLES ATTENDING SHOW MUST BE REGISTERED	
Make of Vehicle & Type of Vehicle: (Ford Truck, Chevy Blazer, etc.)		Car License Plate #:	
Vendor vehicles must park in designated parking area. Parking is limited and we greatly appreciate your cooperation to abide by this policy.			
CRAFT RAFFLE DONATION			
Every year the LA Craft Committee hosts an annual craft raffle. Prizes are requested by each craft vendors attending the show. Proceeds raised from this raffle are donated to a variety of charitable service organization. Your support of our charitable efforts is very much appreciated.			
Please indicate if you will donate an item		<input type="checkbox"/> Yes	<input type="checkbox"/> No
Donations may be brought the day of the show to the food service area – a volunteer will also stop by each booth the day of the show requesting your support.			
VENDOR SHOW COMMENTS			
If you have displayed at our show in the past, please share comments with us so we can better the event and service your needs.			

Make checks payable to: LA CRAFT SHOW

Mail form, photographs and payment to: LA CRAFT SHOW – 1195 APACHE LN – NEKOOSA - WI 54457