

# CHRISTMAS IN CLAWSON CRAFT SHOW

## 2020 CRAFTER PACKET



**SET-UP TIME:** Friday, November 13, 2020, 7:30 p.m. - 9:30 p.m. *or*  
Saturday, November 14, 2020, 6:15 a.m. - 8:30 a.m.

**ADVERTISED TIME:** Saturday, November 14, 2020 - 9:00 a.m. - 4:00 p.m.

**LOCATION:** Clawson High School/Clawson Middle School  
101 John M. Avenue, Clawson, Michigan 48017

### LEASE AGREEMENT

The undersigned Crafter (“Crafter”) hereby makes application for space in Clawson PTSA/PTO’s juried craft show, **CHRISTMAS IN CLAWSON CRAFT SHOW 2020** (“Lessor”), for which the undersigned agrees to pay the sum of Seventy and 00/100 Dollars (\$70.00) per table space, for one (1) day (“Table Fee”). All Crafters are required to provide a craft item with a minimum value of Fifteen and 00/100 Dollars (\$15.00) for the Event Raffle (“Craft Raffle Fee”) *or* add Fifteen and 00/100 Dollars (\$15.00) to the table space fee for a total sum of Eighty-Five and 00/100 Dollars (\$85.00). Table Fee (and Craft Raffle Fee, if applicable) shall be paid at the time of application and the craft donation dropped off during set-up time the day before the show or the day of the show in the Clawson High School Media Center or Clawson Middle School Media Center. (*Lessor may lease a maximum of three (3) spaces.*)

#### **Crafter agrees to the following terms and conditions:**

- (1) Lessor shall not be responsible for fire, theft, injury or legal action which might arise on the premises during the time occupied according to this Agreement.
- (2) **Only handmade items may be sold.** Baked goods are acceptable at the discretion of the Lessor. Crafter will not exhibit any other items than those which it has been juried for and as described in its Application herein. Crafter agrees to remove from display and sale those articles of an objectionable nature to Lessor.
- (3) Sub-leasing of spaces by Crafter is forbidden.
- (4) Collection of sales tax will be the sole responsibility of Crafter.
- (5) Private raffles by Crafter are expressly forbidden.

- (6) Lessor makes no representations as to the exact dimensions of individual spaces. Each space will accommodate an 8' x 3' table, which will be provided per space, at no additional charge, upon request of Crafter. One chair will be provided per space. Crafter must supply its own covering for 8' x 3' table. **SPACE LOCATION WILL BE AT THE SOLE DISCRETION OF LESSOR.**
- (7) There will be an additional Five Dollar (\$5.00) charge for use of electricity. Crafter shall provide its own long, heavy-duty extension cord.
- (8) There will be an additional charge of One Hundred Dollars (\$100.00) if Crafter does not participate in parking off-campus and chooses to keep their vehicle in a Middle School or High School parking lot. For more information regarding this, please see FAQ.
- (9) Crafter will not create a separate social media event page (on www.facebook.com or otherwise) duplicating or utilizing the official "36<sup>th</sup> Annual Christmas in Clawson Craft Show" social media event page (on www.facebook.com or otherwise). Crafter is encouraged, however, to share the official social media event page on their page(s) to help support attendance.
- (10) There will be absolutely **NO REFUNDS** after contract is accepted.
- (11) ***Crafter will set up the evening before the show or the day of the show beginning at 6:15 a.m. Crafter must be unloaded and set up by 8:30 a.m. or Crafter will forfeit their space. Doors will be closed at 8:30 a.m. Crafter will remain for the ENTIRE LENGTH OF THE SHOW.***
- (12) **No smoking** is permitted anywhere in the building.

If loading/unloading assistance is made available by Lessor, and Crafter requests such assistance, Crafter holds Lessor harmless from any and all damage which might occur as a result of such assistance.

The undersigned Crafter has read the foregoing Lease Agreement, understands all of its provisions, and agrees to abide by the terms and conditions thereof.

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

\_\_\_\_\_  
Crafter's Signature

\_\_\_\_\_  
Crafter's Printed Name

## CRAFTER APPLICATION

Name: \_\_\_\_\_ Business Name: \_\_\_\_\_  
(if applicable)

Address: \_\_\_\_\_

Telephone No.: \_\_\_\_\_ E-Mail: \_\_\_\_\_

Website Address/Facebook Link (if applicable): \_\_\_\_\_

Have you been a crafter at this show before? YES NO If yes, when? \_\_\_\_\_

Detailed description of items for sale (please also provide photographs): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### TABLE SPACES

\_\_\_\_\_ spaces at \$70.00 each (3 spaces maximum) \$ \_\_\_\_\_  
Paying by PayPal? Please include a \$3.00 convenience fee \$ \_\_\_\_\_

Shall we provide you with a table? (1 per space) Yes No

### RAFFLE DONATION

\_\_\_ I will donate a craft donation for the raffle fundraiser  
\_\_\_ I WILL NOT donate craft item (add \$15.00) \$ \_\_\_\_\_

**All Crafters either contribute a craft item with a value of \$15.00 or more for our raffle or add \$15.00 to the table space fee.**

### ELECTRICAL OUTLET

Do you require access to an electrical outlet? \_\_\_ Yes \_\_\_ No  
If yes, please add \$5.00 (Crafters are responsible for their own extension cord) \$ \_\_\_\_\_

### ON-CAMPUS PARKING

\_\_\_ I will move my vehicle to Schalm Elementary School and return via shuttle  
\_\_\_ I will leave my vehicle at CIC and pay \$100 for on-campus parking \$ \_\_\_\_\_

### EVENT T-SHIRTS

Christmas in Clawson T-Shirts – add \$18.00 each \$ \_\_\_\_\_  
Select Size(s): S M L XL XXL  
Ordering Deadline is October 28, 2020

### COLD LUNCH SPECIAL - \$6.00 each

Includes a sandwich wrap, fresh cut fruit, pasta salad, chips, cookie, bottle of water, condiments, napkin and plasticware \$ \_\_\_\_\_

Sandwich Selection(s):

Turkey Ham Roast Beef Tuna Vegetarian

Ordering Deadline is October 28, 2020

**TOTAL ENCLOSED** \$ \_\_\_\_\_

*Please complete, sign and return one copy of this Lease Agreement and Crafter Application, along with your payment (check made payable to Christmas in Clawson) to:  
CIC Director, 510 West Baker, Clawson, MI 48017.*

## FREQUENTLY ASKED QUESTIONS

### General Questions

When:	2 <sup>nd</sup> Saturday of November.
Where:	Clawson High School and Clawson Middle School, 101 John M Street, Clawson.
Show Hours:	9:00 a.m. to 4:00 p.m.
Show Type:	Juried, which means all items have to be handmade arts and crafts. No commercial items are allowed.
Admission:	\$3.00 (children 13 & under free).
Food Service:	Yes.
Attendance:	2,500+.
Year Established:	1984.
Rest Areas:	Yes.
Coat Check:	Yes and it's FREE. The Clawson Middle School robotics team, "The Robostangs," and the Clawson High School robotics team, "Turbo Trojans," run the FREE coat check.
Raffle:	Yes, Crafters donate one of their items for the raffle.
T-Shirts:	Yes, each year a Clawson Public Schools student designs the logo to be placed on the annual T-Shirt that is offered for sale.
50/50 Raffle:	Yes. The Clawson High School Senior All Night Party "SANP" manages this raffle with proceeds being generously donated to the Clawson Schools' PTSA and PTO groups.

### Crafter Questions

Set Up Hours:	Friday – 7:30 p.m. to 9:30 p.m. and Saturday – 6:15 a.m. to 8:30 a.m.
Number of Spaces:	230.
Space Size:	Varies between 10'x5' and 10'x10' – please indicate size of display.
Electric Available:	Yes, for a \$5.00 fee; Crafter must provide own long, heavy-duty extension cord.
Fee Per Spot:	\$70.00 (\$85.00 if no craft item will be provided for the raffle).
Amenities:	One table and one chair per space; two chairs upon request. Booth sitters, unloading and loading assistance, extra storage in media centers if needed, and Cold Lunch Special is available for delivery.
Deadline:	Returning crafters who desire the same space as prior year shall apply before January 31st. Otherwise, there is no other deadline.
Contact:	Andrea Hodges (Director) -- 248.840.8938, <a href="mailto:christmasinclawson@gmail.com">christmasinclawson@gmail.com</a>
Website:	<a href="http://www.christmasinclawson.com">www.christmasinclawson.com</a>
Social Media:	<a href="https://www.facebook.com/ChristmasInClawson/">www.facebook.com/ChristmasInClawson/</a> CIC maintains an official Facebook page and creates an official event each year. Crafters are asked to not duplicate our social media event or create their own utilizing the official logo/images.
Raffle Donation:	Each Crafter must donate a \$15.00 raffle item or add an additional \$15.00 to their Table Fee(s).
Off Campus Parking:	There are approximately 170 parking spots and 200+ Crafters. In order to have the best foot traffic possible and better sales for CIC Crafters, in 2017, CIC initiated the enforcement of off campus parking for Crafters.  You will receive a Bus Ticket/Parking Slip in early November. You will need to give this to the Shuttle Bus Drivers when you park at Schalm Elementary. This Bus Ticket will show that you participated in the off-campus parking. The Shuttle Bus will run from 7:30 a.m. to 5:00 p.m. with a shuttle every 15 minutes.
Payment:	Checks made payable to "Christmas in Clawson" or online at <a href="http://www.christmasinclawson.com">www.christmasinclawson.com</a> via PayPal.