



**2024 - Vendor Application**  
**44th Annual Saint Nicks Warehouse Arts & Crafts Show**  
**Henry Ford II High School Sterling Heights II**  
**Saturday November 30, 2024 9:00 a.m. - 4:00 p.m.**  
**Sunday December 1, 2024 10:00 a.m. - 3:00 p.m.**

Vendor(s) Name: \_\_\_\_\_

Vendors Business Name: \_\_\_\_\_

Address: \_\_\_\_\_ City, State, Zip: \_\_\_\_\_

Cell Phone: \_\_\_\_\_ Email Address: \_\_\_\_\_

Website: \_\_\_\_\_ Social Media Name: \_\_\_\_\_

New Vendor: \_\_\_\_\_ Previous Vendor: \_\_\_\_\_ How many years: \_\_\_\_\_

**BOOTH SIZES CANNOT BE CHANGED! YOU MUST SELECT FROM THE SIZES SPECIFIED BELOW!**

Booth Size 10' x 6' \_\_\_\_\_ @ \$265.00 = \_\_\_\_\_ Number of 6' Tables \_\_\_\_\_ Number of chairs: \_\_\_\_\_

Booth Size 20' x 6' \_\_\_\_\_ @ \$495.00 = \_\_\_\_\_ Electricity needed \$10 Per Booth \_\_\_\_\_

Booth Space Request \_\_\_\_\_ \$25 E-Program Fee and exclusive listing on our website and social media platforms \_\_\_\_\_

**BOOTH REQUESTS ARE NOT GUARANTEED OR PROMISED**

I will donate a raffle item valued at \$25 in lieu of paying the electronic program fee or website listing

Total Enclosed: \_\_\_\_\_

The following 3 forms (Vendor Application Contract & Lease Agreement Merchandise Description Form) and your check or money order **dated** 10-1-2024 must be submitted together by April 30, 2024 to be entered into our juried show, applications received after April 30, 2024 will be put on a wait list and will only be considered if openings are available in that specific category.

Make checks payable and Mail to: **Henry Ford II Athletic Booster Club**  
**P.O. Box 180359**  
**Utica, MI. 48318-0359**

Email: [saintnickwarehouse@gmail.com](mailto:saintnickwarehouse@gmail.com)

Website: [saintnickwarehouse.com](http://saintnickwarehouse.com)

**For Internal use only:**

PAYMENT TYPE: CASH CHECK No. \_\_\_\_\_ Money Order No. \_\_\_\_\_

Received by: \_\_\_\_\_ Date: \_\_\_\_\_

I, the undersigned, agree to abide by the Lease Agreement, Merchandise Description & Photo Requirements Form, which I have read and

understand for the 2024 Saint Nicks Warehouse Arts& Crafts show and declare that all the items displayed in my booth were made by the vendor named herein.



# 2024 Contract & Lease Agreement

44th Annual Saint Nick's Warehouse Arts & Crafts Show

Saturday – November 30, 2024, 9:00 a.m. - 4:00 p.m.

Sunday – December 1, 2024, 10:00 a.m.- 3:00 p.m.

## Henry Ford II Athletic Booster Club & Saint Nicks Warehouse agree under this contract:

- 1.) To promote this craft show locally and advertise in major publications: community television advertisements, and social media.
- 2.) To furnish contracted space, reserving the right to modify requests in the best interest of the show.
- 3.) That no buy-sell, imported, or commercially manufactured items will be allowed.
- 4.) To notify vendor of acceptance or rejection no later than June 30, 2024.
- 5.) To notify vendor of booth assignments no later than November 10, 2024.
- 6.) To provide student and/or adult personnel to assist with loading, unloading, and set-up, and tear-down assistance.
- 7.) To provide electrical service where safely possible, only to those vendors who have requested for such service, we reserve the right to cancel this service if deemed unsafe.
- 8.) To provide vendor parking and shuttle service. Shuttle drivers will not be held liable for any injuries, which may be sustained.
- 9.) To nullify the lease agreement, make effort to notify vendors and refund rental fees in the event of a national or local disaster (fire, flood, global pandemic, etc.) that would make it impossible to hold the Saint Nick's Warehouse Arts & Craft Show.

**Saint Nicks Warehouse will NEVER sell or distribute your phone number, email, website, address, or social media accounts to anyone!**

## Vendor agrees under this contract:

- 1.) The vendor must handcraft all items to be sold, except for a small percentage of "raw materials" and/or display components. Vendors are required to be at the show personally.
- 2.) Vendors are limited to (2) medias and can only sell items submitted for jury review.
- 3.) Offensive, indecent, and/or vulgar items are not permitted. These items will be removed without argument upon the review and request of Saint Nicks Warehouse and the Henry Ford II Athletic Boosters
- 4.) There will be no increase in product line prices once the show begins at 9:00 am on November 30, 2024.
- 5.) Vendors will provide appropriate table covers and booth decorations including backdrops and marketing materials.
- 6.) Vendors will be set up and present at the show 1 hour prior to the show's opening each day. Booths not occupied 1 hour prior to the show may be filled with standby vendors with no refund or allowance of any kind.
- 7.) After unloading, all vendor vehicles will be moved to the designated area and remain there until after the close of the show each day.
- 8.) Vendors are to remain at the show and not begin dismantling their booth(s) until after 3:00 pm on Sunday December 1, 2024 and will clean and vacate their booth by 6:00 p.m. including disposing of all trash.
- 9.) Vendors will abide by assigned booth numbers and the decisions of Saint Nicks Warehouse Management will be final. Switching of booth assignments and/or sub leasing of booth space is prohibited and will result in immediate removal of the show with no refunds.
- 10.) The Lessor, Sponsor, its officers, and committee members shall not be responsible for and shall be held harmless from any claim of any loss, damage or injury to any goods or property, or to any person or persons, for any reason whatsoever during the occupancy of space as provided in this agreement, or in any connection with the Saint Nicks Warehouse.
- 11.) That all property of the vendor is the sole responsibility of the vendor while on the premises, even while loading and unloading.
- 12.) To cooperate on electrical standards of 400 watts maximum due to limited amperage available.
- 13.) All extension cords to be a 3-prong grounded minimum 14-gauge wire and cannot be plugged into each other. No household extension cords will be allowed, only approved multi-strip power outlets with "breakers" may be used and not just have an on/off switch.
- 14.) To cooperate in maintaining the safety and comfort of the show, no open flames or obstruction of aisles or hallways.
- 15.) Grants media release of supplied photos (not to include assembly process photos), photos taken during the show, name, website information and other materials displayed for promotional purposes including but not limited to the Saint Nick's Warehouse website and handout programs.
- 16.) Cancellations received after October 1, 2024, will result in a forfeiture of booth rental fee. Cancellations are accepted by e-mail only.
- 17.) Non-compliance of this lease term will result in the elimination of the vendor from the show with no refund of fees paid.
- 18.) In order to comply with the City of Sterling Heights Fire Marshall we ask that you note that you have or are using power for your booth so that we may review your booth's electrical layout.
- 19.) Any power supplies that are battery operated must be taken off site after operation hours of the show and shall not be charged on site or unattended.
- 20.) All extension cords to be a 3-prong grounded minimum 14-gauge wire and cannot be plugged into each other, no household extension cords will be allowed. Only approved multi strip outlets with breakers may be used. They cannot just have an on/off switch
- 21.) No open flames: Candles, Bunsen Burners, torches, sterno's etc.
- 22.) No occlusion of aisles, walkways, exits, fire alarms or fire extinguishers
- 23.) No smoking, e-cigarettes, vapes, or alcohol permitted anywhere on school grounds

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



# 2024 Merchandise Description & Photo Requirement Form

## 44th Annual Saint Nick's Warehouse Arts & Craft Show

Booth set up: Friday November 29, 2024, from 9:00 a.m. to 3:00 p.m.

Failure to show on Friday before 3:00 p.m. will result in forfeiture of your booth

Every vendor (including those who participated in previous years) is required to reapply and be re-juried. Each vendor is encouraged to improve their product line regularly and update pictures submitted. Show applications are then juried, and selections made to provide a quality diversified show that lures a customer base. The jurying committee emphasizes that the pictures are the sole basis of decision making. Previous participation and other factors will not be used as a basis to conclude that a crafter is automatically selected for our show.

Describe in detail the products you will be selling in your booth(s): Limit 2 media

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**Category List: (Please circle all that apply)**

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|--|---|
| Art Media: Indicate Type _____               | Beverages                               |
| Bread Dough Art                              | Candles and Oils                        |
| Ceramic, China, Pottery                      | Clocks                                  |
| Clothing-Indicate type: _____                | Dolls, Doll Clothing and Soft Sculpture |
| Floral                                       | Gourmet Foods & Snacks                  |
| Handbags & Totes                             | Health & Wellness                       |
| Holidays and Seasonal – Indicate Type: _____ | Honey and Beeswax                       |
| Jewelry                                      | Metal Art                               |
| Pet Items and Gourmet Pet Food               | Photography, Painting and Books         |
| Quilting                                     | Soaps & Bath Bombs                      |
| Stained Glass                                | Wood (Finished)                         |
| Wood (Unfinished)                            |   |
| Other: Please Describe: _____                |   |

Each category requires a photo set for the jury:

- 3 close up photos of each category
- 1 work/build process for each category
- 1 booth photo completely set up

Photos must be sent via email: [saintnickswarehouse@gmail.com](mailto:saintnickswarehouse@gmail.com) only .jpg files will be accepted.

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