

STEP BY STEP, INC.

"FESTIVAL OF ARTS & CRAFTS"

** * * * * * Application * * * * * Registration * * * * * **

HARPER COLLEGE

LOCATION: Harper College
1200 W Algonquin Rd
Palatine, IL 60067

DATE: November 8 & 9, 2008

TIME: Sat. - 9:00am - 4:00pm
Sun. - 10:00am - 4:00pm
Set up time: Friday 10:00am - 8:00pm
Saturday 5:30am - 9:00am

APPLICATION FEE: \$150.00 per space
Tables & chairs not provided
Electricity - \$30.00
No raffle donations required!

SPACE: 10' wide X 8' deep

PAYMENT: Check payable to **STEP BY STEP PROMOTIONS**
may postdate check 2 months prior to show.
Separate checks for each show please
\$15 charge for all returned checks

Please Print
Name: _____ Phone(____) _____
 Check if new or changed

Address _____ Town _____ State _____ Zip _____

Email Address: _____ Company Name: _____

Detailed description of Arts or Crafts (can continue on back): _____

SPACE REQUIREMENT			
10 x 8 SPACE	\$150.00	how many _____	amount \$ _____.
TABLES & CHAIRS ARE NOT PROVIDED			
Electricity	\$30.00	yes or no _____	amount \$ _____.
(exhibitors must supply their own electric cords)			
			TOTALS _____
Photographs: enclosed _____ on file _____ (check one)			
Check here if you would like flyers of our show schedule to put out on your table . <input type="checkbox"/> .. how many? _____			
For those in just a couple of shows you can circle the ones you will be at. They will have maps on the back			

Spaces & 1/2 available.
Price would be \$225

For Office Use
Date PM _____
Date AP _____
Paid _____
Posted _____
check _____

Call with any questions or concerns **(847) 301-8543** or **(847) 877-1574**
Send check, 3 photos, signed application and self-addressed stamped envelope to:



STEP BY STEP, INC.

902 David Ln

ELK GROVE VILLAGE, IL 60007



The applicant agrees to comply with all of the following conditions by filling out the application above and signing below. Once your application has been accepted, there are no refunds. **CANCELLATION BY CRAFTER WILL RESULT IN THE LOSS OF THE APPLICATION FEE.**

- * I will display and sell only handcrafted items and only in the media described above. Any items not meeting these requirements can and will be removed by craft fair organizers without any refund of my entry fees. You may also be asked to leave the show.
- * I understand I **must check in by 8:00am Saturday** or my space will be given away.
- * I agree to be set up by show time and remain open until the show ends. Anyone breaking down early will not be invited back.
- * I will notify the show coordinator in advance if I am unable to participate in the show.
- * I agree that Licensor and Step by Step Inc. and it's officers are not responsible for any losses, property damage or personal injury that might incur.
- * Pictures may be used for publicity purposes
- * No over night RV Parking

Signature _____ Date _____