



33rd Annual
Rochester Area Heritage Festival
Rochester College Campus
September 25 & 26, 2010
Rochester Hills, Michigan
10:00 am to 6:00 pm

Rochester Area Heritage Festival Board extends an invitation to artists and crafters to submit applications for the *Craft Show*, taking place during Rochester's Annual Heritage Festival. The Heritage Festival is an outdoor event with a long tradition in the community. This year's show will be held on the beautiful campus of Rochester College, at 800 Avon Road, providing a pleasant, family atmosphere. In previous years, festival has attracted over 20,000 visitors and includes the Craft show, musicians, re-enactors, historic displays, free entertainment, demonstrations and a variety of other activities for the benefit of nonprofits in the region.

Selection process: A Craft Show committee selects the artists/crafters. **For maximum consideration, we urge you to return your application as early as possible.** We seek to build a diverse group of quality items in a range of prices. There is no application deadline; we will accept applications until the show has filled.

This show is part of a large community festival attended primarily by families. **If your business sells any type of home prepared food items, please include a current copy of your State of Michigan License for retail food establishments.**

Participants must supply their own tables, chairs and tents. Vehicles must be removed from the site each morning of the show by 9:00 am - there is no overnight camping permitted at the campus.

Apply by sending:

- Completed application and Waiver of Liability/Hold Harmless Form.
- 2 photos of your art/craft, 1 photo of your set-up or display.
- Check (payable to "Rochester Area Heritage Festival") for the booth fee. See application for address - the booth fee is \$75.00 per 12 X 12 space and is due with your application.
- A self-addressed stamped envelope.
- Current copy of your State of Michigan License for retail food establishments, if applicable.

Your participation in this show will benefit over twenty area not-for-profit organizations! We thank you for your support!

We look forward to seeing your work. If you have any questions or concerns please contact us at (248) 601-0394 or email at ccaitlyn5505@wowway.com

Art & Craft Show Committee
Rochester Area Heritage Festival



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CRAFT PARTICIPANT APPLICATION FORM

APPLICANT NAME

BUSINESS NAME

ADDRESS

CITY/STATE/ZIP

TELEPHONE(S)

E-MAIL ADDRESS

WEB SITE URL

PLEASE DESCRIBE YOUR CRAFT / ACTIVITY: _____

Do you **require** access to electricity? (Access limited - not guaranteed) Yes No
If "Yes" please describe your electrical use (computer, fan etc.): _____

Location preference (not guaranteed): _____

_____ 12' x 12' spaces required (**\$75 per space****) Total enclosed: \$ _____

_____ Please check if you **DO NOT** give permission for your photo to be used in promotional materials.

Mail this application with the following:

- Check payable to **Rochester Area Heritage Festival**
- Completed HOLD HARMLESS/ WAIVER OF LIABILITY, STATEMENT OF AGREEMENT
- Photographs (2 of your work and 1 of your display)
- Self-addressed stamped envelope to:

Rochester Area Heritage Festival Craft Show

PO Box 81532, Rochester, MI 48308-1532

www.rochesterheritagefest.org

I acknowledge that I have read and agree to the rules and terms

Signature

Date



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WAIVER OF LIABILITY & STATEMENT OF AGREEMENT

This is to certify that I (we) understand and agree to the following:

The Rochester Area Heritage Festival, Inc. is a not-for-profit organization.

The Rochester Area Heritage Festival, Inc. and its Board of Directors, Rochester College, the City of Rochester Hills, and participating not-for-profit organizations, their directors, employees, and volunteers assume no responsibility for, and I (we) hold them harmless and release them from any liability or responsibility in the event of loss, theft, damage or injury caused to exhibitors, their volunteers, assistants or employees; vehicles, trailers, displays (including, but not limited to tents, tables, chairs and backdrops) and inventory of art and craft items and other items used in connection with the Rochester Area Heritage Festival (RAHF) event and Craft Show & Sale.

I (we) have read the above statements and conditions and agree to these statements.

PARTICIPANT SIGNATURE

PARTICIPANT NAME: (PLEASE PRINT)

WITNESS (SIGN & PRINT NAME)

DATE

This form must be signed and returned with the application form or contract.



2010 Rochester Area Heritage Festival

Rules and Guidelines

The primary purpose of the Festival is to provide an inexpensive and meaningful observance of our history, patriotism and culture with an emphasis on our area heritage. A second purpose is to provide an opportunity for fundraising by community not-for-profit groups.

1. Participation is open to all individuals and organizations that support the purpose of the Festival. Participants will fill out an application located on the website www.rochesterheritagefest.org and will gain acceptance by action of the RAHF Board.
2. Policies are set by the RAHF Board of Directors of the Rochester Area Heritage Festival.
3. Dogs are not permitted unless they are marked as a service dog.
4. The Rochester College grounds and facilities are Tobacco-Free. Alcoholic beverages or illegal substances are prohibited on the premises at any time.
5. No overnight camping is allowed by vendors.
6. All motorized vehicles are to be operated in a safe manner and **must be removed from the event areas by 9:30 am. They may not re-enter the event area** until after the **6:00 pm** closing time of the Festival.
7. Concession areas will be set-up in a neat, orderly and timely fashion. They must be cleaned up entirely at the close of the Festival. Trash must be delivered to the main dumpsters upon leaving each day.
8. Cleanliness is to be maintained in and around your concession area, including trash container maintenance.
9. All amplified music or speech shall be kept to a level which does not cause disruption of neighboring activities on the grounds or surrounding residential property.
10. Display cars/vehicles shall not exceed 200 on any one day of the Festival. Cars and concessions must remain in place Festival hours unless the event is officially closed early due to a weather emergency.
11. Electrical generators may not exceed 32 db in noise level.
12. The conduct of all volunteers must be exemplary. Cooperation is necessary to make the Festival enjoyable and a success.
13. Prompt completion of the Gross Sales Report and payment of 10% commission to the RAHF Board's Treasurer by October 30th. Remember that your \$50.00 deposit is part of the total 10% fee and is the minimum fee paid per concession.
14. All strolling sales and any political campaigning including distribution of campaign materials are prohibited during the Festival.

Any exceptions to the above rules MUST have prior written approval of the RAHF Board and Rochester College.

**One special weekend each year, the Greater Rochester community
gathers to celebrate its rich and unique heritage.
The Rochester Area Heritage Festival is history brought to life!**

Rochester Area Heritage Festival (RAHF) is proud to have partners like:

Sponsors: Meijer, Crittenton Hospital, Karmanos Cancer Institute, The Oakland Press, Community Lifestyles, Oakland County, Guardian Angel Cemetery, Rochester Mills Beer Company, Mind Body & Spirits and City of Rochester Hills

Other support received from: Images by Golden, Rochester College, McGoldrick Consulting, Sterling Printing & Graphics, Rochester Elevator Lawrence Smith, River Crest Banquet Center, Dairy Queen, Jenny's Wild Bean Dips, Whim's Insurance and Rochester Hills' Fire Department & Rochester Hills Parks Department

Not-for-Profits past participants: Brewster Elementary School Community Service Kids, Charlotte's Wings, Chrysler Museum, Historical Commission, Dinosaur Hill Nature Preserve, Friends of Dinosaur Hill, Greyhounds of Eastern Michigan, Kiwanis Club, North Hill Elementary Helpers, North Hill Elementary School Choir, Leader Dogs for the Blind, Oakland County Planning and Development, Oakland County 4-H Proud Equestrian Program, Oakland Township Historical Society, MADD, Rochester Area America PRIDE, Rochester Area Jaycees, Rochester-Avon Historical Society, Rochester Avon Recreation Authority, RARA/SCAMP Program, Rochester Community House, Rochester Grangers Base Ball Club, Rochester Hills Museum at Van Hoosen Farm and Stoney Creek High School Equestrian Club

Mission Statement

The Rochester Area Heritage Festival strives to promote the appreciation and preservation of our local heritage; to create a free, family-oriented festival atmosphere; and to provide unique fundraising opportunities for community nonprofit organizations.



P.O. Box 81532, Rochester, MI 48308-1532

www.rochesterheritagefest.org

248-601-0394