

55th Annual Spring Arts & Crafts Show

GENERAL INFORMATION

Please read this thoroughly!

- Show Information:** Saturday, 18 May 2019 | 9 AM – 6 PM
Sunday, 19 May 2019 | 10 AM – 5 PM
MSU Union, 49 Abbot Rd., East Lansing, MI 48824
- Show Timeline:** Zapplication Application goes live | Tuesday, 5 February 2019
Priority Deadline | Friday, 22 February 2019
Priority Acceptance Letters sent | Friday, 1 March 2019
Last date to purchase Round 1 Booth | Friday, 5 April 2019
General Information Packets sent out | Tuesday, 15 April 2019
- Booth Information:** Single Booth: One 10' X 10' = \$290.00
(\$20 Application Fee + \$270 Booth Fee)
Double Booth: One 20' X 10' = \$580.00
(\$20 Application Fee + \$560 Booth Fee)
- Load-In Information:** **REQUEST YOUR LOAD-IN TIME ON YOUR APPLICATION**
- **Friday, 17 May 2019, 5:00 PM:** Crafters/Artisans may park in the Grand River Parking Ramp and load-in FROM THERE. (7ft Clearance to the ramp)
 - **Friday, 17 May 2019, 6:00 PM:** BY REQUEST until allotted spaces are filled
 - **Friday, 17 May 2019, 7:30 PM:** BY REQUEST until allotted spaces are filled
 - **Saturday, 18 May 2019, 6:00 AM:** BY REQUEST until allotted spaces are filled
- Application Process:** Only completed applications will be reviewed
- Completed Zapplication or Paper Application
 - 7 or more photos
 - 1 Booth Shot
 - 2 Workplace Shot
 - Payment of the Non-Refundable \$20.00 Application Fee
- Payment Process:** **Electronic Check (ACH) via Zapplication**
Online Credit or Debit Card via Zapplication
Check (via USPS)
- For Checks add \$20 for processing
 - Make check Payable to *Michigan State University*
 - Mail: Brian Proffer, 49 Abbot Rd, East Lansing, MI 48824



Friday, March 29, 2019