

56th Annual Winter Arts & Crafts Show

GENERAL INFORMATION

Please read this thoroughly!

Show Information:

Saturday, 7 December 2019 | 9 a.m. – 5 p.m.
Sunday, 8 December 2019 | 10 a.m. – 4 p.m.
MSU Union, 49 Abbot Rd., East Lansing, MI 48824

Show Timeline:

Application goes live | Tuesday 6 August 2019
Priority Round Deadline | Friday, 6 September 2019
Round 2 Application goes live | Monday, 9 September 2019
Priority Acceptance Letters Sent | Friday 20 September 2019
Last date to Purchase Priority Booth | Friday 25 October 2019
Information Packets sent out | Monday, November 11, 2019

Booth Information:

Single Booth: One 8' X 5' = \$240.00
((\$30 Application Fee + \$210 Booth Fee)
Double Booth: One 16' X 5' = \$480.00
((\$30 Application Fee + \$450 Booth Fee)

Load-In Information:

REQUEST YOUR LOAD-IN TIME ON YOUR APPLICATION

- **Friday, 6 December 2019, 5:30 p.m.:** Crafters/Artisans may park in the Grand River Parking Ramp and load-in FROM THERE. (7ft Clearance to the ramp)
- **Friday, 6 December 2019, 6:30 p.m.:** BY REQUEST until allotted spaces are filled
- **Friday, 6 December 2019, 8:00 p.m.:** BY REQUEST until allotted spaces are filled
- **Saturday, 7 December 2019, 6:00 a.m.:** 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 \$30.00 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: Arts & Crafts Show, 49 Abbot Rd, East Lansing, MI 48824



Updated 7 June 2019