

**Portage Northern Bands 2022 Huskies Holiday Craft & Gift Show**

**Saturday, November 12, 2022, from 10:00am – 3:00pm**

**[www.pnbands.org/craft-show/](http://www.pnbands.org/craft-show/)**

Vendor Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Business Name: \_\_\_\_\_ Direct Sales: Yes No

Email (Required for Confirmation): \_\_\_\_\_

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

Description of what you are selling so that we can assign spaces accordingly:

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Additional information: \_\_\_\_\_

Spaces are 10'x10' @ \$45 each (\$50 after Oct. 15<sup>th</sup>, 2022): Minimum one booth space required.

Items:	Quantity:	Cost per Item:	Total per Item:
10'x10' booth space		X \$45	
10'x10' booth space AFTER October 15 <sup>th</sup>		X \$50	
8' table		X \$12	
Folding chairs for your booth		X \$2 per chair	
Electricity (limited quantity; first come, first served)		X \$10	
		Amount Due:	

To apply, please send the following by October 15, 2022:

- Completed Vendor application
- Check for the full amount made payable to **PNBB**
- Email address required for confirmation (no refunds after confirmation).

**Mailing Address:**

PN Bands 2022 Huskies Holiday Craft & Gift Show  
c/o Portage Northern Band Boosters  
PO Box 2031  
Portage, MI 49081

**Questions?**

Contact our event coordinators at:  
[craftshow.pnbb@gmail.com](mailto:craftshow.pnbb@gmail.com)

I have read, understand, and agree to the guidelines on the following page.

Vendor Signature: \_\_\_\_\_

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**Location:** Portage Northern High School Doghouse (Auxiliary Building east of the high school)  
1000 Idaho Ave  
Portage, MI 49024

**Set-up Time:** Saturday, November 12<sup>th</sup> 7:00am-9:45am. Student and parent volunteers will be assisting curbside in front of the Doghouse with delivering your items to your space. **Please pull up as far north as possible for unloading!** Before setting up, please park your vehicle behind the high school. If you do NOT need assistance with unloading, please park in the temporary parking spaces in front of the Doghouse, then move your vehicle to the parking area behind the school after unloading.

**Raffle Item Donations:** We have decided to eliminate our raffle table this year. We have listened and do take your comments on the event survey under consideration.

**Booths:** All sites are 10'x10'. If you requested electricity, you will **NEED TO** provide your own extension cord. All tables are required to be covered at your booth. Please see our application for information on renting tables and chairs. **Tables and chairs are not provided.**

**Survey:** We value your feedback! Please complete the vendor survey so that we may improve our show for future years. Someone will come around to collect your survey at the end of the event.

**Food:** Due to covid restrictions at this time, we will not be selling any concessions during the event. If this changes, the coordinator will email any the latest information to you.

**Additional information:** Portage Northern Band Boosters reserve the right to decline any vendor whose items are not appropriate for a school-function. Portage Public Schools is a smoke-free campus.

If you have additional questions about our show, please contact our event coordinators at:  
[craftshow.pnbb@gmail.com](mailto:craftshow.pnbb@gmail.com).