

**Arts & Crafts Show Application**  
November 14<sup>th</sup> & 15<sup>th</sup>, 2009  
University of Southern Maine - Costello Sports Complex

Exhibitor's Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
Business Name: \_\_\_\_\_ Fax: \_\_\_\_\_  
Address: \_\_\_\_\_ Email: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ WebPage: \_\_\_\_\_

**Describe your products and list the price range of these items:**

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Please include a business card and a recent photo\* of your work so we may organize booths appropriately.  
\* Photos will not be returned.

**Exhibit space**

Booth area will be 12' x 12'... set up so every vendor has a corner

Booth Requests:

- I will display  One booth space (\$100.00)  
 One Vendor utilizing two booth spaces (\$175.00)

- For my booth area I will need  electric outlet (\$5.00)  
 table and chairs (\$10.00)

Total Cost: \$

Other special requests: \_\_\_\_\_

**Application and Booth Fee Deadline is October 30, 2009**

(Make checks payable to USM Athletics)

Mail check, business card, recent photo, application and agreement page to:  
Lisa Petruccelli - USM Athletic Department - 37 College Avenue - Gorham, ME 04038

**For more information, please contact**

Bonny Brown-Denico at 207-780-5519 or [bddenico@usm.maine.edu](mailto:bddenico@usm.maine.edu)  
Mike Keller at 207-780-5594 or [mkeller@usm.maine.edu](mailto:mkeller@usm.maine.edu)  
Lisa Petruccelli at 207-780-5328 or [lpetruccelli@usm.maine.edu](mailto:lpetruccelli@usm.maine.edu)

# Arts & Crafts Show Application Agreement

November 14<sup>th</sup> & 15<sup>th</sup>, 2009

University of Southern Maine - Costello Sports Complex

## USM Athletics Arts & Crafts Fair Operating Rules and Guidelines

### Craft Show Dates:

Saturday, November 14<sup>th</sup> 10:00 am to 4:00 pm  
Sunday, November 15<sup>th</sup> 10:00 am to 3:00 pm

### Set-Up Times:

Friday, November 13<sup>th</sup> 6:30 pm – 8:00 pm  
Saturday, November 14<sup>th</sup> 6:30 am – 9:30 am

### Clean up Time:

Sunday, November 15<sup>th</sup> 3:00 pm to 5:30pm

### Booth Space:

Areas of 12' X 12' will be allotted for each exhibitor.

Crafters requesting to be located beside each other must send their applications in together in order for their request to be honored.

### Equipment:

Crafters must provide their own equipment for displays: screens, backdrops, etc. and any extension cords you may need. Please note: There are limited outlets available, please make sure you note on your application if you need electricity.

### Raffle:

Each crafter must donate a craft (minimum value -\$15.00). This item must be presented upon check-in.

### Unloading:

Materials may be unloaded in front of and at the rear of the Costello Sports Complex. Athletes will be available for assistance if needed.

### Parking:

Crafters should park in the lot behind the field house near the softball/baseball fields once unloaded.

### Concession:

Lunch and snacks will be available for purchase.

### Liability:

USM Athletics assumes no liability for any property or goods of exhibitors. Exhibitors will hold harmless USM Athletics and all affiliates of any personal liability due to exhibitor's acts or omissions.

I hereby consent to the conditions and guidelines set forth by the USM Athletic Department for the Arts and Crafts fair.

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Signature

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Date