

2018 Novi Home and Garden Show Marketplace

Location of Event: 46100 Grand River, Novi, MI. 48374: All Halls

Dates: April 6-8, 2018

Times: Friday: 2:00 p.m. - 8:00 p.m.
Saturday: 10:00 a.m. - 8:00 p.m.
Sunday: 10:00 a.m. - 5:00 p.m.

Application Deadline: March 3, 2018

50% minimum deposit must be paid by this date to secure your spot
A waiting list will be made when show gets full and is on a first come
first serve basis. We honor renewals first.

Setup Times: Thursday : Noon - 6:00 p.m.
Friday: 8:00 a.m. - 1:00 p.m.

Admission: \$10.00 for Adults and Children 13 years of age and up; \$8.00 for Seniors (60+); Children 12 and under are admitted for Free.

Event Description: This show will feature everything you will need for your home and garden. Come out and develop ideas for your own projects. An arts & crafts area within the show

Crafter Booth Fee: \$300 Regular Booth (10x10')
\$375 Corner Booth (10x10')
\$550 Double Booth (10x20')
\$625 Double Corner Booth (10x20') (One Corner)

Vendor Booth Fee: \$400 Regular Booth (10x10')
\$475 Corner Booth (10x10')
\$750 Double Booth (10x20')
\$825 Double Corner Booth (10x20') (One Corner)

Other Fees: 3% Surcharge Fee if paying by Credit Card on application or by phone*
\$25 charge for all (NSF) Checks
\$75 Electricity: (Note: If app is received within 15 days of show dates,
electricity will be \$95 if needed)
\$20 Late Fee: Any Payment received after application deadline will incur
\$20 Late Fee

Cancellation Policy: No Refunds for for deposits, cancellations or inclement weather

Sales Tax: Collection is the responsibility of each participant.

Packaged food items: Submit application, approval will be required by Suburban
Collection Showplace Contact:
Oakland County Health Department for temporary food
establishment license after approval if needed.

Prohibited Items: Alcohol and drugs, pets, items with profanity, knives, swords,
daggers, No open flames

Other: Tables and chairs are not provided with booth, but are available to rent

New: Please make sure you bring or purchase a professionally made banner or have
signage. Contact Britten Studios: Aubrey Ekblad AEkblad@brittenstudios.com.
[231.995.8551](tel:231.995.8551) (Recommend getting a pole pocket on top of banner instead of using
grommets)

Contact Information: Sheryl Umulis
Daniel Umulis (son)
Six Lugs LLC
19718 Platte River Junction
Interlochen, MI 49643
231-275-0600; 231-275-0600 fax
Daniel Umulis Cell: 231-360-0127

*If payment is made through PayPal disregard

2018 NOVI HOME AND GARDEN SHOW CRAFTER'S APPLICATION

April 6-8, 2018

Crafter's Name: _____

Business Name: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Cell Phone: _____ Sales Tax #: _____

Email: _____

Website: _____

Emergency Contact Name: _____ Phone: _____

Requested Booth Size: Regular 10x10' (\$300) Corner 10x10' (\$375) Double 20x10' (\$550) Double Corner (\$625)

Other Special Requests: _____

Category of Work: (Handmade)

- Author
- Candles
- Ceramics/Pottery
- Fiber Items
- Glass Products
- Jewelry
- Leather Products
- Metal items
- Soaps
- Toy/Doll Clothes
- Wood Products
- Yard Items
- Photography
- Other: _____

Description of Work: _____

Is there any portion of your product that is manufactured? Yes No

If so, please explain: _____

Description of how work is created/formed/made: _____

**If app is received within 15 days of show dates, electricity will be \$95 if needed

Please pay with Check

Enclosure Checklist:

- Application
- Entry Fee Check(s)
- Three Photos of Work
- One Photo of Booth
- One Photo of Creation Process
- Self Addressed, Stamped Envelope
- Copy of Liability Insurance

Total Payment Due: (Check that Apply)

Booth Fee: \$300 \$375 \$550 \$625

Electricity \$75 \$95**

Other: \$20 Late Fee: Any Payment received after application deadline

Paid with PayPal
 Check

Total Included: \$ _____

Make Check payable to:

Six Lugs LLC

Send Application to:

Six Lugs LLC

19718 Platte River Junction

Interlochen, MI 49643

Phone: 231-275-0600

Fax: 231-275-0600

Visa/MC #: _____ Expiration M/Y: _____ Sec. Code: _____ Signature: _____

Check Box if Debt Card

Note: 3% Surcharge Fee will be added to Total amount of Transaction when paying by Credit Card

I hereby release and forever discharge Novi Home and Garden Show, Suburban Collection Showplace, Six Lugs LLC, and all other participating organizations from responsibility, personal liability, loss or damage in connection with this show. An application is a commitment to the show. I have read, understand and agree to abide by all Show rules, regulations, terms and conditions (page 2). Six Lugs LLC reserves the right to make final interpretations of the rules. **No Refunds for cancellations or inclement weather**

Application must be completely filled out with payment to reserve your spot.

For Six Lugs LLC Only:

| | |
|-----------------------------------|--|
| <input type="checkbox"/> Approved | <input type="checkbox"/> Copy of Liability Insurance |
| Date Received | Amount Received |
| | |

Signature

Date

2018 NOVI HOME AND GARDEN SHOW

VENDOR APPLICATION

April 6-8, 2018

Vendor Name: _____

Business Name: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Cell Phone: _____ Sales Tax #: _____

Email: _____

Website: _____

Emergency Contact Name: _____ Phone: _____

Requested Booth Size: Regular 10x10' (\$400) Corner 10x10' (\$475) Double 20x10' (\$750) Double Corner (\$825)

Other Special Requests: _____

Category of Work: (Handmade) Vendor

| | |
|---|---|
| <input type="checkbox"/> Author | <input type="checkbox"/> Metal items |
| <input type="checkbox"/> Candles | <input type="checkbox"/> Soaps |
| <input type="checkbox"/> Ceramics/Pottery | <input type="checkbox"/> Toy/Doll Clothes |
| <input type="checkbox"/> Fiber Items | <input type="checkbox"/> Wood Products |
| <input type="checkbox"/> Glass Products | <input type="checkbox"/> Yard Items |
| <input type="checkbox"/> Jewelry | <input type="checkbox"/> Photography |
| <input type="checkbox"/> Leather Products | <input type="checkbox"/> Other: _____ |

Description of Company: _____

Is there any portion of your product that is manufactured? Yes No

If so, please explain: _____

Description of how work is created/formed/made: _____

**If app is received within 15 days of show dates, electricity will be \$95 if needed

Please pay with Check

Enclosure Checklist:

- Application
- Entry Fee Check(s)
- Three Photos of Work
- One Photo of Booth
- One Photo of Creation Process
- Self Addressed, Stamped Envelope
- Copy of Liability Insurance

Total Payment Due: (Check that Apply)

Booth Fee: \$400 \$475 \$750 \$825

Electricity \$75 \$95**

Other: \$20 Late Fee: Any Payment received after application deadline

Paid with PayPal
 Check

Total Included: \$ _____

Make Check payable to:

Six Lugs LLC

Send Application to:

Six Lugs LLC

19718 Platte River Junction

Interlochen, MI 49643

Phone: 231-275-0600

Fax: 231-275-0600

Visa/MC #: _____ Expiration M/Y: _____ Sec. Code: _____ Signature _____

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For Six Lugs LLC Only:

| | |
|-----------------------------------|--|
| <input type="checkbox"/> Approved | <input type="checkbox"/> Copy of Liability Insurance |
|-----------------------------------|--|

| | |
|---------------|-----------------|
| Date Received | Amount Received |
|---------------|-----------------|

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Signature _____ Date _____

2018 Novi Home and Garden Show Marketplace Rules and Regulations

The following rules and regulations will govern the show and are made a part of this contract for exhibit space between Six Lugs LLC (Show Management) and the person, partnership or corporation ("exhibitor") engaging space.

1. **Character of Exhibits.** The exhibitor agrees to display only products or services sold in the regular course of business and as described in this contract. Each exhibit must comply with all applicable laws, codes and ordinances. Exhibits shall be dignified in character and, in the judgment of Show Management, not offensive to the general public. The Show Management reserves the right in its sole discretion to reject and/or remove any exhibit or portion of exhibit not in keeping with this rule or purpose of the show.
2. **Subletting of Space.** Exhibitors shall not assign, sublet, or apportion any exhibit space to another exhibitor in whole or in part. Any successor or assignee of exhibitor shall have no right to exhibit without the express written consent of the Show Management.
3. **Deposit Money.** All deposit money shall be retained by the Show Management in the event the exhibitor fails to complete payment, violates the contract, or withdraws from the show. all uncollectable checks will be subject to a \$25 service charge.
4. **Payment for Exhibit Space.** If payments are not made on a timely basis, Show Management shall have the right to do one of the following: (a) terminate the contract; (b) reduce the size of the exhibit space; or (c) Collect the contracted amount.
5. **Installation of Exhibits.** The installation of exhibits shall be completed according to the schedule established by the Show Management and must be complete and ready by 1:00 PM opening day. Moving of exhibits after the opening of the show is not permitted. Exhibits shall be maintained intact and attended during all regular show hours. Exhibits shall be installed, maintained and removed in the safest possible manner.
6. **Removal of Exhibits.** Exhibits must be removed during the evening after the show, or as otherwise directed. Exhibits will not be permitted to leave the facility at any time after installation until the final closing of the show, unless special permission in writing is obtained from the Show Management. No goods exhibited shall be removed from the facility until all bills accruing against the same have been fully paid or credit approved by the Show Management. In case of attachments or other legal proceedings, the Show Management shall have the right to take charge of exhibits. If not timely removed, the exhibitor shall pay all fines, charges and expenses that are incurred, not less than \$475 per day to Six Lugs LLC, for each day or part thereof the exhibitor's equipment is not removed by the exhibitor. The Show Management shall have the right to remove the exhibit if Show Management, in its sole discretion, deems that removal be necessary. In such case, no liability for any damage will inure to Show Management; the sole negligence in such case being that of the exhibitor. The cost of storage shall be the exhibitor's expense.
7. **Sound Control.** Loud speakers, radios, television sets, or the operation of any machinery or equipment which, in the opinion of the Show Management, is of sufficient volume as to be annoying to neighboring exhibitors, will not be permitted.
8. **Music and Other Media.** Exhibitor shall be responsible for all licensing of copyrighted music or other media played or performed in its exhibit. Exhibitor shall indemnify and hold Show Management harmless for all claims and/or damages arising from its failure to obtain licenses for recorded or live music or other media played or performed in its exhibit space.
9. **Signs.** Except with the permission of the Show Management, all signs shall remain within the exhibitor's space, and must be designed, constructed and placed so as not to detract from adjacent exhibits.
10. **Height of Display.** Exhibitors may install, or have installed at their own expense, special signs, display counters, shelving, and similar items, not to exceed 8 feet in height at rear of booth, plus, with Show Management's permission, a maximum of 2 feet for sign. The backside of any display extending above the side or back dividers must be covered to the satisfaction of the Show Management. Bulk exhibit space shall have no dividers, except at Show Management's discretion.
11. **Fire Hazards.** Explosives and inflammable materials which conflict with the insurance Underwriting or fire Department must be excluded. The City fire Department prohibits the use of paper, crepe paper, or corrugated papers, and cardboard that has not been flame proofed for decoration of exhibit booths. All cloth drapes or table covers must be treated for fire resistance. All exhibits must be in compliance with ordinances and laws of the City and the State in which the Show is held.
12. **Fire Marshal/Facilities Management Approval.** Space assignment is subject to fire Marshal and facility Management approval of the floor plan. If said approval is not obtained, exhibitor shall only be entitled to the return of a deposit pro rata to the exhibit space, which cannot be used.
13. **Service.** All services, equipment, electricity, furniture, and furnishings provided to the exhibitor shall be paid for by the exhibitor and shall normally be obtained through the independent service contractor designated by the Show Management.
14. **Motorized Vehicles.** Absolutely no motorized or self-propelled vehicles will be permitted in the aisles after one hour before the Show is to be opened to the public. Appropriate exceptions will be made for the person with disabilities.
15. **Insurance and Liability.** Neither Six Lugs LLC, its subsidiaries, affiliated companies and their officers, directors, agents and employees, nor the owner of the facility, and their representatives will be responsible for any injury, loss or damage that may occur to the exhibitor or to the exhibitor's employees or property from any cause whatsoever, prior, during, or subsequent to the period covered by the exhibit contract, and the exhibitor upon signing the contract expressly releases the above-named entities and individuals from any and all claims for any and all loss, damage or injury whatsoever. The exhibitor shall indemnify and defend and hold harmless Six Lugs LLC, its subsidiaries, affiliated companies and their officers, directors, agents and employees, the owner of the facility, and their representatives or employees from any and all claims, actions, causes of actions, liabilities, damages, costs, losses and expenses (including attorney's fees) as maybe asserted against them or incurred by them for any and all accidents, occurrences or events resulting from the exhibitor's acts or omissions. Liability insurance shall be procured by the exhibitor for the benefit of itself and Six Lugs LLC and the owner of the facility prior to the show. Proof of insurance will be forwarded to Six Lugs LLC. If for any reason exhibitor's insurance policy is cancelled, exhibitor must notify Six Lugs LLC prior to the show. Exhibits and exhibit equipment are brought into the show facilities, maintained, and removed from the show facilities at the exhibitor's risk. The exhibitor's Public Liability and workers Compensation Policies shall embrace coverage of both the general public and employees attending the exhibit. If existing policies do not have the coverage, the exhibitor shall instruct their insurance agent or company to attach an endorsement of the coverage.
16. **Cleaning of Exhibit Facility.** To maintain maximum floor cleanliness, exhibitors are requested to sweep the floor of their booths at the close of each day. Debris from the booths should be swept into the aisle where it will be gathered by the show's janitorial service.
17. **Food and Refreshments.** All concessions are licensed by the owner of the facility; therefore, no food or refreshments can be dispensed without the written consent of the owner or his agent and Show Management.
18. **Eventualities/Destruction of Premises.** Show Management may, in its sole discretion, change the show to a different venue, and this agreement shall remain in effect but with the new venue substituted for the prior venue. If Show Management changes the venue for the show, the exhibitor shall waive all claims for damages or compensation that arise as a result of, or are a consequence of, such change of venue, shall not be entitled to a return of any amounts it has paid pursuant to this agreement, and shall be obligated to pay to Show Management any other amounts required by this agreement. Show Management may terminate this agreement, if any of the following occurs:
 - a. The facility or the space to be rented by the exhibitor is destroyed or damaged by fire, the elements, war, government action or any other cause beyond the immediate control of Show Management, so that the profitable conduct of the show by Show Management, the use of the facility, or the use of the space to be rented by the exhibitor, is made impossible, impractical or unlikely;
 - b. The facility, or the space to be rented by the exhibitor, becomes unavailable to Show Management for the show, or is only made available upon terms to which Show Management has not agreed; or
 - c. There occurs any other event that is beyond the control of Show Management and that makes the profitable conduct of the show, the use of the facility for the show, or the use of the space to be rented by the exhibitor, impossible, impractical or unlikely. If Show Management terminates this agreement, in accordance with this Section 18, the exhibitor shall waive all claims for damages or compensation that arise as a result of, or are a consequence of, such termination, and shall not be entitled to a return of any amounts it has paid pursuant to this agreement (except the pro rata return of the amount paid for space rented as reduced by the pro rate portion of the amounts expended by Show Management to produce the show).
19. **Distribution of Literature and Souvenirs.** Printed advertising, souvenirs, etc., may be distributed by the exhibitor from its space only. Any souvenir or advertising that is of an objectionable or undignified character and all helium-filled (lighter than air) balloons, will not be permitted. Souvenirs should not be of the noise-making or sticker variety. The exhibitor must confine all sales activities to the limits of its own booth.
20. **Rules of the Exhibit Facility.** Rules published by the owner or operator of the building or facility in which the show is located are incorporated herein by reference and made a part hereof. Such rules will be distributed upon request.
21. **Use of the Exhibitor's Name.** The exhibitor authorizes Six Lugs LLC, its agents, and employees, to use the exhibitor's name to promote the show and to solicit other exhibitors for this and future shows.
22. **Amendments.** The Show Management shall have the full power to interpret these rules. Wherever these rules do not cover, the Show Management reserves the right to make such rulings as may appear to be in the best interest of the show, and the exhibitor agrees to accept and abide by such rulings.
23. **Assignment of Exhibit Space.** Assignment of exhibit space is within the sole discretion of Show Management. Show Management will endeavor to assign space in the order requested or assign equivalent available space. Floor plan and space assignments are subject to change by Show Management without notice to exhibitor.
24. **Termination.** Show Management reserves the right to terminate exhibitor's rights under their contract in the event of a violation of this contract by the exhibitor and retain all amounts paid in addition to any other remedies.