

# 18<sup>th</sup> ANNUAL HARRISON STREET FAIR

## Friday, August 23<sup>rd</sup> & Saturday, August 24<sup>th</sup>, 2024

<https://cityofharrison-mi.gov/>

### EXHIBITOR INFORMATION/RULES AND REGISTRATION FORM

Join us this summer as the Harrison Downtown Development Authority hosts our annual two-day community appreciation event! Each day attendees will enjoy over 130 Vendor Booths, Food Trucks, Live Entertainment; Dancing and Beer Tent. The community joins in on the fun with the Budd Lake Walk; Motorcycle Fun Run; and Antique Tractor Show and much more! Don't miss the US 27 Motor Tour when they stop for their car show on Friday and the Kid's Carnival on Saturday!

As an exhibitor at the 2024 Harrison Street Fair, please be aware that:

- The location of the street fair vendor space will be downtown on Second and Beech streets.
- All licensed Mobile Food vendors must be contracted by the City of Harrison. Please contact our office prior to registering (989) 802.9955. A festival permit and valid health department inspection is required.
- This is a family event. None of the following items will be allowed at this show: Absolutely NO Guns (including Airsoft), Knives, Swords, Daggers, Fireworks, Drug Paraphernalia or Pictures of Drug Paraphernalia; Nudity; Profanity; or any item(s) deemed inappropriate at our discretion. Please make sure your wares are family appropriate.
- Please note, vendors that are registered for both days of the show will be given priority. If you are only attending one day, you will be placed in a location that will not create a "hole" when you leave the show. (This will make it easier for setting up and tearing down your booth so as not to disturb someone else's display). If you mark both dates and do not attend both dates, you will not be invited back to our festival. **\*\*NO EXCEPTIONS\*\***
- The **cost of booths are \$50.00 for a 10x10 or \$75.00 for a 10x20.** This price includes both days; there is no discount if attending only one day.
- Prior booth placement is not guaranteed. Electricity is reserved for mobile food vendors and is not provided or guaranteed. Booth placement is determined by the DDA.
- We prefer (but do not require) handcrafted items and will do our best to recruit a variety of items for the show. If space becomes limited, priority will be given to vendors selling items made in the USA.
- In addition, we will do our best not to have multiple vendors selling the same direct sales items (Avon, Tupperware, Color Street, etc.) Be specific about what you are selling. If it is not listed on your registration, you may be asked not to sell the undeclared items.
- During this two-day event, there will be security to patrol the craft show area on Friday night. However, we are not responsible for lost or stolen items.
- **Set up time for both days is from 7:00 a.m. – 9:00 a.m.** Vehicles will be allowed on the streets only to unload and then must be removed to make room for others.
- **No Vehicles will be allowed on the streets after 9:00 a.m. on Friday and before 5:00 pm Saturday**  
**\*\*\*NO EXCEPTIONS\*\*\***
- **There will be designated parking for vendors in designated lots. To ensure ample parking for event attendees, please use these lots.** You may wish to bring a cart to transport your items. There will still be events going on and we will not allow you to bring your vehicle into that area. As in the past, we will have one golf cart for transport to the booths each morning.
- Your booth must remain open for the entire time each day. **Show hours are Friday: 10:00 a.m. to 7:00 p.m. and Saturday: 10:00 a.m. to 5:00 p.m.**
- Smoking & Alcohol permitted only in designated areas.

**\*\*\*PLEASE ADHERE TO ALL THE RULES! \*\*THE HARRISON STREET FAIR COMMITTEE RESERVES THE RIGHT TO DENY ENTRY INTO THE FESTIVAL\*\*\***

Questions? Please contact DDA Director, Christie Balog:

| O: (989) 539-7145 | C: (989) 802-9955 | E: [cbalog@cityofharrison-mi.gov](mailto:cbalog@cityofharrison-mi.gov)

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### EXHIBITOR REGISTRATION FORM

Exhibitor Name(s): \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ Day Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_ Evening Phone: \_\_\_\_\_

List ALL Crafts/Booth Items: \_\_\_\_\_

Booth Size: (Include number of booths) \_\_\_\_\_ 10 x 10 or \_\_\_\_\_ 10 x 20 Note: Electric/Power is not included in any booth.

10 x 10: \_\_\_\_\_ \$50.00 per booth Early Registration fee (Before 7/16/24)

10 x 20: \_\_\_\_\_ \$75.00 per booth Early Registration fee (Before 7/16/24)

\_\_\_\_\_ \$10.00 Late Registration fee to be added if registered after 7/16/24.

\_\_\_\_\_ Total Due (Payment required with completed registration to reserve your booth).

*\*\*Price includes both days. We prefer vendors stay for entire show, no discounts for one day\*\**

Will you be attending (select one): \_\_\_\_\_ Both Days \_\_\_\_\_ Friday Only \_\_\_\_\_ Saturday Only

\*\*\*We would like to ask each vendor to please donate one item of their choosing for our annual raffle. We will promote the item during the event with your business card (We will collect these at the show, please list your booth space on your business card)\*\*\*

Will you donate an item for the raffle? (select one) \_\_\_\_\_ YES or \_\_\_\_\_ NO

**As an exhibitor in the 18<sup>th</sup> annual Harrison Street Fair on Friday, August 23 & Saturday, August 24, 2024; I have read and agree with the exhibitor information (on the reverse) and to the following:**

- **Show hours are Friday from 10:00 a.m. until 7:00 p.m. & Saturday from 10:00 a.m. until 5:00 p.m. My booth will remain open during these times each day. I understand that if I do not comply with these times, I may not be allowed to attend this event in the future.**
- Comply with all Federal and State tax laws.
- Provide all my own equipment and displays.
- Be responsible for my own person and any dependent persons, and all of our goods and possessions at all times.
- Display my items in the location designated by the DDA Street Fair committee.
- Upon registration, I assume all responsibility for any product loss or injury.
- Canopies may not be attached to City lights, paved street; or store fronts. Vendors will be held liable for any damage done to store fronts or City property.
- Provide proof of liability insurance is required. (If you are not a registered business, this insurance coverage is generally included in your homeowner's insurance.)

Signature of Exhibitor: \_\_\_\_\_ Date: \_\_\_\_\_

**PLEASE MAKE CHECKS PAYABLE TO HARRISON DDA**

**Return Form w/** Harrison Street Fair  
**Payment to:** Harrison DDA  
2105 Sullivan Drive  
Harrison, MI 48625

**Questions?** Or for additional information please contact:  
Christie Balog at (989) 539-7145 or (989) 802-9955  
Email at: [cbalog@cityofharrison-mi.gov](mailto:cbalog@cityofharrison-mi.gov)

For DDA use only:

Date Received: \_\_\_\_\_ CK# \_\_\_\_\_ Amount \_\_\_\_\_

Booth(s) Assigned \_\_\_\_\_ Confirmation Sent: \_\_\_\_\_