

# 2022 St. Johns Mint Festival Information Sheet

## ***Non Profit Application Information***

PO Box 61, St Johns MI 48879 / 989-224-7248 / St. Johns City Park, St. Johns, Michigan

### **Dates & Show Times**

Friday, August 12, 2022      2:00 pm – 8:00 pm  
Saturday, August 13, 2022    10:00 am – 7:00 pm  
Sunday, August 14, 2022    10:00 am – 5:00 pm

### **Set-Up Times**

Fri, Aug 12 from 9:00 am – 1:30 pm. **No vehicles will be allowed in the vendor area after 1:30 pm. If you arrive after 1:30 pm you must proceed directly to vendor parking and walk your items to your booth from the parking area.** Sat, Aug 13 from 8:00 am – 9:30 am and Sun, Aug 14 from 8:00 am – 9:30 am.

### **Booth Space**

All booths will be 15' across by at least 10' Deep. When applying for a booth please consider the size of your tent. If your tent has rope extensions, the extensions must be within the booth space. There are approximately 20 Non Profit sites available. Most of the sites are in a non-shaded area with grass ground covering. A very few of the sites are in a shaded area.

### **Booth Fee**

**See application (depends if you are a Chamber Member or not)**

### **Storage Availability**

**A limited number of booths are large enough so vendors can leave a Stationary Storage Trailer behind their booth. This is a storage trailer you do not move at the end of each day - once parked there it must remain until the end of the festival on Sunday.** These spaces are available first come, first served. Advance registration for this opportunity is required. The cost for this opportunity is \$15. You will be provided with a separate parking pass that must be visible on the storage vehicle all weekend.

### **Parking**

Each booth will be provided with one parking pass. When you arrive at registration on Fri, Aug 12 at the park – it must be displayed on your rear view mirror and remain there throughout the entire weekend. All vehicles must park in the vendor parking area. **Absolutely no vehicles will be allowed to park next to canopies in booth spaces.** When available, golf cart shuttles will be available to get you to your booth from parking during vendor set up and then back to your vehicle at the end of the day. If you arrive late, the shuttles will not be available to bring your items in - during the day the golf carts will be concentrating on transporting senior citizens and handicap customers to and from their vehicles.

### **Overnight Camping**

A limited number of spaces are available for self-contained RV's (not cars, vans, trucks, tents, etc) west of the Sledding Hill where all vendor vehicles park. There will be no water or electrical hookups and vendors are restricted from building fires and dumping water and/or waste. Advance registration for this opportunity is required. The cost for this opportunity is \$15.

### **Vendors Responsibility**

**Non Profit Vendors are not allowed to sell or give away water from their booth. This is reserved for our Food Vendors.** Vendors are responsible for supplying as well as setting up and taking down their own displays, dividers, tents, booth signage, tables and chairs. Vendors are not allowed to sell wares from boxes on the ground. Vendors must stay within the confines of their booth to sell their wares – you are unable to walk around the park selling your wares. Vendors are expected to keep their booth area clean at all times & dispose of trash & cardboard in the appropriate receptacles provided. Vendors are expected to remain open for business until closing on all three days. Early teardown and departure will not be tolerated and you will not be asked to participate in future Festivals.

**Electricity**

**There is no electricity** in the Non Profit area of the park. If you require electricity you may bring a Whisper Quiet generator (in consideration of your neighboring vendors & our shoppers, no other generators will be allowed – no exceptions). Gas cans must not be visible to shoppers.

**Food & Activities**

There are food booths and family activities all weekend long within the park. At registration you will be provided with a festival guide that will list all the events, what food vendors there are & where everything is located.

**Publicity**

Typically we utilize paid newspaper advertisement (over 10 newspapers), 80,000 inserts, radio and TV spots. We are listed in the Michigan Festivals & Events Guide and are listed on over 15 festival and craft show websites. We hang up 250 posters, and distribute over 9,000 festival brochures throughout the state. If you would like flyers to distribute at other shows, please call 989-224-7248 and we will mail them out immediately.

**Sending in Application**

Complete the attached application form if you wish to participate as a Non Profit vendor at the 2022 St. Johns Mint Festival. Enclose a check for the full amount of the requested booth space(s) made payable to the “**St. Johns Mint Festival**”, or charge the fee to your credit card.

**Liability Insurance:** All vendors are required to have liability insurance with a limit of at least \$25,000

**Mail your Application**

Mail your application, check or money order and pictures to:  
**St. Johns Mint Festival, PO Box 61, St. Johns MI 48879**

**Online Application**

Applications can be downloaded at [www.mintfest.org](http://www.mintfest.org). There is a link there to make credit card payments online as well.

**Due Date**

New vendor applications received prior to April 1, 2022 will be processed, but will not be assigned a booth space until after May 1, 2022.

If the committee does not accept your application your check will be returned to you. You will know your application has been accepted when your check is cashed. An official confirmation will be mailed to you.

The Festival Committee reserves the right to reject any application, both at the time of receipt and at the show, based on the information provided, the products actually brought to be sold or other circumstances. If you cancel your participation in the show before an official confirmation is mailed, you will receive a refund, minus a \$25 processing fee. **If you cancel your participation in the show after an official confirmation is mailed, no refund will be given.**

**If you have any questions, contact the Festival Office at PO Box 61, St Johns MI 48879 or call our office at 989-224-7248. You may also e-mail us at [vendors@mintfest.org](mailto:vendors@mintfest.org).**