

# BeWitched & BeDazzled

July 1, 2017



Dear Prospective Artisan,

P.O. Box 80933  
Rochester, MI 48308

## ***How about a little fun during the month of October?***

On behalf of the Meadow Brook Theatre Guild, we would like to invite you to participate in our 2<sup>nd</sup> Annual **BeWitched & BeDazzled** event. This unique event is a fundraiser to benefit Meadow Brook Theatre where we anticipate over 400 women will gather at the Palazzo Grande in Shelby Twp. Before lunch and after our program there will be Pop-up Boutique Shopping with over 30 artisans. In keeping with our **BeWitched & BeDazzled** theme, we encourage all artisans and attendees to be part of the fun by wearing elegant, whimsical (not scary or gory!) costumes appropriate for the season, although this is not required.

**Event date:** Thursday, October 19, 2017

**Event location:** Palazzo Grande, 54660 Van Dyke Ave., Shelby Twp., MI 48315

**Shopping times:** 10:00 am to 12:30 am (before lunch and entertainment) **AND** 1:30 pm to 3:00pm

**All artisans must be packed up and have vacated the venue by 4:00pm.**

**Please note: Shopping will be closed during lunch and entertainment.**

To encourage a successful show, all items sold are to be creatively displayed. We ask you to send 2-3 photographs of your items and 1 of your display along with your application. All artisans' applications will be juried for this event. Send application, photos and check for booth space to: **BeWitched & BeDazzled, P.O. Box 80933, Rochester, MI 48308.**

**Space is limited.** There are approximately **30** single spaces available. A limited number of artisans will be accepted in each category to maintain a balanced representation. All artisans will be located in the ballroom.

The **fee** for the 10 ft. x 10 ft. exhibit space is **\$125.00** and includes one or two covered 8 ft. table(s) and 1-2 chair(s) (if needed.)

## **This year we are NOT requesting a donated item from our participating artisans.**

If you would like to purchase a **box lunch for yourself/helper**, you may do so at the time of your application. The cost for each box lunch is \$15.00. (The lunch includes a turkey wrap sandwich, chips, apple, cookie and bottled water.) Please notify us if you need a gluten-free or vegetarian lunch.

Please submit your application form, photographs and your check (payable to **The Guild**) by August 18, 2017. The Jury Committee will meet to review the applications. Notice will be sent to applicants, by either e-mail or regular mail, upon acceptance to the show. The Jury Committee will be meeting during the summer/early fall to jury the applications and will notify artisans as approved.

Thank you for your interest in **BeWitched & BeDazzled**. We look forward to receiving your application. If you have any questions or desire additional information, please contact Suellen Parkes, Artisan Chair, 586-419-3600 or [ndn44@hotmail.com](mailto:ndn44@hotmail.com)

Hoping to hear from you,

Suellen Parkes

BeWitched & BeDazzled Artisan Chair



Meadow Brook Theatre Guild\* is proud to present the 2<sup>nd</sup> Annual



# BeWitched & BeDazzled

A Wickedly Fun Luncheon and Pop-up Boo-tique Shopping

Thursday, October 19, 2017, 10:00 am – 4:00 pm

Palazzo Grande, 54660 Van Dyke, Shelby Twp., MI

Applicant Name \_\_\_\_\_ MI Sales Tax # \_\_\_\_\_

OR Valid 501(c)(3) \_\_\_\_\_

Company Name \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ St \_\_\_\_\_ Zip \_\_\_\_\_

Phone Number \_\_\_\_\_ Email address \_\_\_\_\_

Website \_\_\_\_\_ Category of Products \_\_\_\_\_

Description of items and price range \_\_\_\_\_

Do you need electricity? \_\_\_\_\_ Do you need a table? 1 \_\_\_\_\_ 2 \_\_\_\_\_ 1 or 2 chairs? \_\_\_\_\_

Charges: Booth area \$125.00 \$ \_\_\_\_\_

Box Lunch (Optional) \_\_\_\_\_ x \$15.00 each \$ \_\_\_\_\_

Total Cost \$ \_\_\_\_\_

**Please make checks payable to "The Guild"**

**Please mail completed application along with 2-3 photos of your display and items representative of what you will be selling, and a check to:**

**BeWitched & BeDazzled, P.O. Box 80933, Rochester, MI 48308, Attn: Suellen Parkes**

**Artisan Applications will be mailed out July 12, 2017. Application will be due by August 18, 2017. Notification of acceptance will be sent by September 9, 2017.**

**Any Questions: Suellen Parkes (Artisan Chair) 586-419-3600, [ndn44@hotmail.com](mailto:ndn44@hotmail.com)**

## TERMS & CONDITIONS:

- Submission of forms and payment does not guarantee acceptance. All required information will be reviewed and judged by the committee. Unaccepted artisan checks/photos will be returned.
- Any, and all property of the artisan is the sole responsibility of the artisan while on the premises, even while loading and unloading. Artisan is responsible for all loading and unloading of their merchandise.
- Vendor must display and sell merchandise within the boundaries of the rented space only.
- Displays should be on site no later than 8:30 am and set up no later than 9:30 am on Thursday, October 19th. Displays will remain until close of the show same afternoon, approximately 3:00 pm.
- Inappropriate (vulgar, offensive and/or indecent) items are not permitted. Questionable items will be removed without argument upon request of show management.
- The following will be available for each reserved space at no additional charge: one or two, 8 ft. table(s) with covering, 1-2 chairs, one (1) 10' wide x 10' deep space, electricity to those making the request.
- During lunch & entertainment shopping is closed. In addition, the Artisan area should be quiet (i.e. cell phones set to vibrate/silence, no talking, etc.) as there is NO room divider between the shopping and entertainment area.
- Submission of form indicates agreement with above-stated terms and conditions.

**I agree to the above terms. Your Signature: \_\_\_\_\_ Date: \_\_\_\_\_**

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## For Guild Use Only:

**Date App. Rec'd \_\_\_\_\_ Juried Date \_\_\_\_\_ Accepted \_\_\_\_\_ Declined \_\_\_\_\_ Notification Date \_\_\_\_\_**

**Payment Rec'd \_\_\_\_\_ Total Amount \_\_\_\_\_ Check # \_\_\_\_\_ Bank & City \_\_\_\_\_**

*\*Meadow Brook Theatre Guild is a 501 (c)(3) organization whose mission is to support Meadow Brook Theatre.*