we want the music co.
www.michfest.com
producers of the Michigan Womyn's Music Festival

June—August
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Walhalla, MI 49458
(231) 757-4766
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September—May
Box 7430
Berkeley, CA 94707
(510) 652-5441
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December 2014

Dear Craftswomyn and Vendors,

Greetings from the Michigan Festival. We welcome you to apply for the 2015 40th Anniversary Michigan Festival Bazaar, and look forward to seeing the unique and creative goods that you have to offer our Festival audience. The Festival dates for the 2015 Festival are August 4-9. Thanks to those of you who helped make last year's 39th Festival so fabulous.

We continue to revise the layout of the Bazaar, so please review the map. We will also continue to include a broader inclusion of vendors in order to offer a greater range of interesting and distinctive merchandise to appeal to our Festival community, and bring even more creative energy to the area.

Booth fees will remain the same as 2014. As always, all booth fees include one discounted vendor admission ticket to the full Festival week, including early admission.

Each business may purchase one additional vendor ticket at the standard Festival rate for a load-in helper. That ticket allows admission during the vendor early arrival time. Up to three more vendor tickets may be purchased beyond that, but they provide for the standard Festival arrival time. All regular priced Festival ticket price deadlines apply.

Craftswomyn and vendors and their load-in helpers are welcome to arrive on the Sunday before Festival, August 2 (10am-7pm) or Monday, August 3 (8am-11am) to load in their booths. Additional helpers may enter the Festival when the event begins on Monday, August 3, at 1pm.

When you fill out your application, please consider booth size carefully. Your stock, display materials and structures, tables, chairs, etc., must all fit within the boundaries of your booth space. Also, be sure to include the name of your load-in helper on the back page of the application (Item 13). If you do not yet know who this will be, please send the name as soon as you know.

Don't hesitate to call or write our office with any questions you might have during the application process – We'd be happy to help and look forward to working with all of you.

Best regards,

Sandy Ramsey

MICHIGAN WOMYN'S MUSIC FESTIVAL
AUGUST 4-9, 2015
VENDOR PERMIT APPLICATION INFORMATION

The Michigan Womyn's Music Festival Bazaar is part of a weeklong womyn's cultural event and Festival. Craftswomyn and vendors bring their individual flavors of creativity and commerce to build a unique marketplace within the matchless experience of Michigan – the community and the event. Michigan is a full and vibrant Festival with 40 concerts, hundreds of workshops, a weeklong film festival, vegetarian meals, and community services including childcare, healthcare, and shuttles, *all included within the price of the ticket.* There is an excellent opportunity for sales at this event, and yet the Michigan Festival is not a typical crafts show or street fair. As you move through the application process, please consider not only the potential sales, but also the ambiance of the event and the environment in which you will live and work for a week.

The Michigan Womyn′s Music Festival is an all womyn′s event, and it is our intention to specifically support womyn in business. We issue permits to a wide variety of womon-owned businesses.

Application Time Frames

The first group of invitations for the Festival Bazaar will be mailed in March. We will first review all applications that are postmarked by February 15, and assign booth locations based first on priority of seniority in the show, and then by date of receipt. We will continue to review applications that arrive after February 15, and we will send out invitations as applications come in. Certain booth sizes may sell out, but if you are flexible about booth size and location, we are often able to accept applications right up to the week before Festival. Please note that the cutoff date for inclusion in the Festival program booklet (a take-home item given to all attendees) is June 5.

Crafts, Goods and Services

WWTMC reviews applications and invites craftswomyn and vendors based upon our priority of creating a show that is artistically and culturally diverse. We wish to create a multicultural marketplace that represents a broad range of goods, exhibits original works by womyn that display artistic excellence and a high quality of craft, and provides cultural products and information that are not readily available to Festival attendees from smaller, less urban communities.

Booth Selection

Please select at least four possible booth locations, referring to the enclosed area map. We will do our best to assign you a booth that you request, but some locations go quickly.

For in-tent booths, if your display has walls, please choose a spot on the inner circle of the large tents (not on perimeter) so as not to block the natural incoming light when tent sides are raised.

Vehicles cannot be driven directly to any booth. We have two load-in entrances, shown on the Bazaar area map. One is located to the left of Booth 8. The other is located west of the front entrance near the Information Booth, and is the only load-in location for trailers.

Seniority is the first consideration affecting booth location. In the first round of applications received by February 15, booth location choices are given first to returning craftswomyn and vendors, based on years in the show. New craftswomyn and vendors and late applicants should give at least four choices, and maybe more, so we have the most information possible about your preferences when assigning locations.

Please keep in mind that the Bazaar area layout is subject to change.

Booth Sharing

Booth shares are limited to two vendors per booth. Vendors wanting to share with more than one other vendor can purchase additional spaces. We cannot complete the application process and booth assignment, however, until we receive a separate application from each business involved. Booth shares can be arranged in the service area, but only one service provider can work at a time in each booth space.

Personal Services

All massage booths will be located in the Service Tent. Please do not plan to sell any products in the service area unless they are specifically related to the service provided, created in some way by you, and described in detail in your application. The eight service-booth spaces will be allocated on a first-come, first-served basis of accepted applications.

Fee Scale

Our single-rate fees are determined on a sliding scale by size of booth, estimated **gross** sales, and whether you use your own structure or locate your booth inside one of our three large tents. *Service tent booths are a flat fee of $660.* All of the fees below include one discounted Vendor Ticket for Festival week, which includes all concerts, three meals per day, and all Festival services.

Booth Fees:

Festival Gross Sales	5x6 (Inside)	6 x10 Service Area (Inside)	5x10 (Inside)	12x12 (Outside)	5x20 (Inside)
0 - $3000	$535	$660	$660	$780	$935
$3001 - $6000	$660	$660	$770	$910	$1,205
$6001 - $10,000	$720	$660	$875	$1,020	$1,320
$10,001 & Up	$775	$660	$1,095	$1,145	$1,515

Please examine the booth fees chart and determine the fairest price for your permit. Rather than charging a set fee or one based on a flat percentage of actual sales, we use a sliding scale based on estimated sales. It's a payment system that supports a broader range of participation and artistic variety, and creates a more diverse and interesting show. To determine Festival income, project your sales for the 2015 Festival. (Returning vendors should consider their 2014 sales when determining this amount.) This works if everyone participates by determining fees that truly match their sales. WWTMC reserves the right to refuse permits to those we feel are not basing their fees on fair or realistic estimates. If you have questions about determining your fees, please feel free to contact the WWTMC office.

Shared Booth Fees: Determine fees for shared booths based on the combined gross income of both businesses applying for the booth. Please note which income category each business would be in individually, and then use the combined income category for both businesses.

APPLICATION ATTACHMENTS – What we need:

- **A minimum of three color photographs of good quality,** representing the full range of goods you will be selling. Photographs should be clear, close-up shots, and should include everything you plan to sell. Catalogs depicting clear **photos** of work can be used, and we ask you to clearly indicate the products that will be included in the Festival permit. Please do not send actual samples of your work; they will not be returned. If you are a returning participant, we are especially interested in photos of any new products that we have not seen before.
- **A check or money order for the booth space fee and ticket.** We will only cash checks of craftswomyn and vendors who have been accepted into the show. All checks must have sufficient funds at the time of receipt by WWTMC. Payment should be in *U.S. dollars* and be drawn on a *U.S. bank*. If not a U.S. bank, you will need to add a $35 service charge. Businesses outside the U.S. may also use a U.S. Dollar World Money Order.
- **One large self-addressed stamped envelope with postage** sufficient for all materials you have sent to us, if you would like them returned. Without the return envelope, we will recycle all submission materials sent.

Vendor Tickets and Security Shifts

In addition to Festival entry and all Festival events and services, a Vendor Ticket allows entrance into the Bazaar Area during closed hours. You will receive one Vendor Ticket as part of your entry fee, and you may buy one additional ticket at the regular Festival ticket price which permits early entrance to the Festival grounds on Sunday and Monday mornings. Tickets for additional helpers are regular Festival tickets, which permit Festival entrance after the gates open at 1pm on Monday.

Each womon holding a Vendor Ticket is responsible for one to 1½ four-hour security shifts. This responsibility is met either by signing up for a shift upon arrival on the Land, or by paying $25-$40 cash per person into a hiring pool which is coordinated by craftswomyn and vendors. The number of shifts (one to 1½) and the cash amount ($25-$40) will depend on the total number of vendors this year. Sign-ups for security shifts are on a first-come, first-served basis, and must be done in person. If you have purchased a Festival ticket for a second helper and you would like her to have access to the marketplace area after hours, this can be arranged on-site with the Bazaar security coordinator, and this second helper will also be responsible for a security shift.

Festival Raffle:

The Festival holds a raffle with prizes that the Bazaar participants, the annual Festival Quilt project, and WWTMC contribute. Prizes and contributors are listed in the program and announced from the stage at the time of the drawing. The raffle represents the breadth of the goods in the Bazaar, and offers some fun on-stage and in the audience while supporting the Festival. The raffle has a positive promotional value for craftswomyn and vendors, and the income received goes first to covering the expenses of the raffle itself, and then to covering general Festival operating expenses. We've had a number of requests to expand the raffle to outside womyn's organizations and businesses, but we prefer to keep this tradition limited to those actually participating in this year's Festival marketplace.

If you'd like to participate in the raffle, please complete Item 14 on your application. Prizes should have at least a $25 value, should be an actual sales item (not a photocopy or merchandising item), and be saleable and representative of your wares. We can accept one prize per business. *Please do not list a gift certificate*, as we want the raffle drawings to be interesting and to reflect the range of goods in the Bazaar. You can list an example of the product with a price limit, i.e.: $40 pottery piece, $35 pair of earrings, etc.

Workshops:

We invite and encourage you to offer a workshop to Festival attendees. Workshop applications and details can be found at michfest.com/festival/generalworkshops Workshops are a terrific way to participate in the larger Festival community and generate interest in your art and/or product. Vendor workshops have been offered in a wide range of topics – everything from practical information on running a small business to instruction in specific skills and arts. Workshop applications must be submitted by June 5 in order to be included in the Festival program.

If You Are New to the Festival:

Welcome! We're happy to have you apply to be part of this year's Festival Bazaar. We invite you to browse the website, michfest.com, for our first-timers' tips, childcare information and registration, RV camping, disabled services and a complete overview of all things Michfest.

The Festival is located on 650 woodland acres. It is well-organized and designed with the urban camper in mind, and it is considerably different from most urban outdoor or indoor shows. Please take some time to review the website, and please feel free to ask as many questions as you may have. Because we keep vehicle traffic on the land to an absolute minimum during the actual Festival, our load-in and out schedule is carefully planned and very specific. We suggest that new vendors plan to arrive on Sunday, leaving plenty of time to set up and get oriented so you will be ready to open Tuesday morning.

If you have children, please refer to our website for detailed information on our childcare services, which are included with your Festival ticket. We have three separate childcare areas – Sprouts, for infants and toddlers up through age 4, Gaia Girls for girls ages 5 and up, and Brother Sun, for boys ages 5-10. Mothers of sons ages 5-10, please note that the Brother Sun camping area does not open until Monday, and plan your arrival time accordingly. The deadline for childcare registration is July 20 (postmark).

PERMIT APPLICATION GUIDELINES AND INFORMATION

1. No product of any kind bearing the name of the Michigan Womyn's Music Festival, using the Festival logo or likeness, or representing the We Want the Music Company (WWTMC) in any way may be sold.

2. Permits are issued exclusively for the items described and presented in the application.

3. Permits will be issued only to womon-owned businesses.

4. Permits may be issued to womon-owned businesses or progressive non-profits that have a relationship with foreign organizations that work with womyn crafters in other countries and help to import their goods to the U.S.

5. No permits will be issued for selling food.

6. Booth space is not transferable: You may not sell or give your booth space to another business.

7. Applications may be withdrawn at any point prior to notification of acceptance into the show. After acceptance, cancellations received by April 1st (postmark) will have 50% of the booth fee refunded. No refunds will be issued after April 1st. Festival ticket refunds may be arranged until the Festival ticket refund date of July 3rd (postmark) with a 5% service charge. The tickets must accompany requests for tickets refund, unless we have not yet mailed them to you.

8. All payments should be made out to WWTMC. We accept money orders or certified checks. Personal or business checks may be used for payment only if received by June 1st (postmark). *Bounced checks can forfeit the applicant's position in booth application and location selection.* All checks must have sufficient funds to cover their value at the time of receipt by WWTMC. There is a $35 returned check fee.

9. Please note that for health and safety reasons there is no permission to perform body piercing of any kind.

10. The one ticket included with each booth is a special early admission Vendor Ticket. You may purchase a second Vendor Ticket for the regular Festival price for a business partner, helper, or traveling companion. This ticket can be purchased with your application or at any time before you arrive, and is intended for help with the load-in and setting up of your space. These two Vendor Tickets allow access to Festival grounds on Sunday (10am-7pm) or Monday (8am-11am) before the gates open. All other ticket holders will be admitted after 1pm Monday during general admission time, so please make your travel and load-in plans accordingly. When buying a Vendor Ticket after your initial application, please send the ticket order to the attention of Crafts. This will make sure that the ticket gets the Vendor stamp which will allow the womon to be banded with a “Craft” wrist ticket which permits entry to the marketplace area off-hours. **All Vendor tickets must be purchased by the Vendor, not the helper. It is up to the Vendors to make arrangements with their helpers if the helper is paying for her own ticket.**

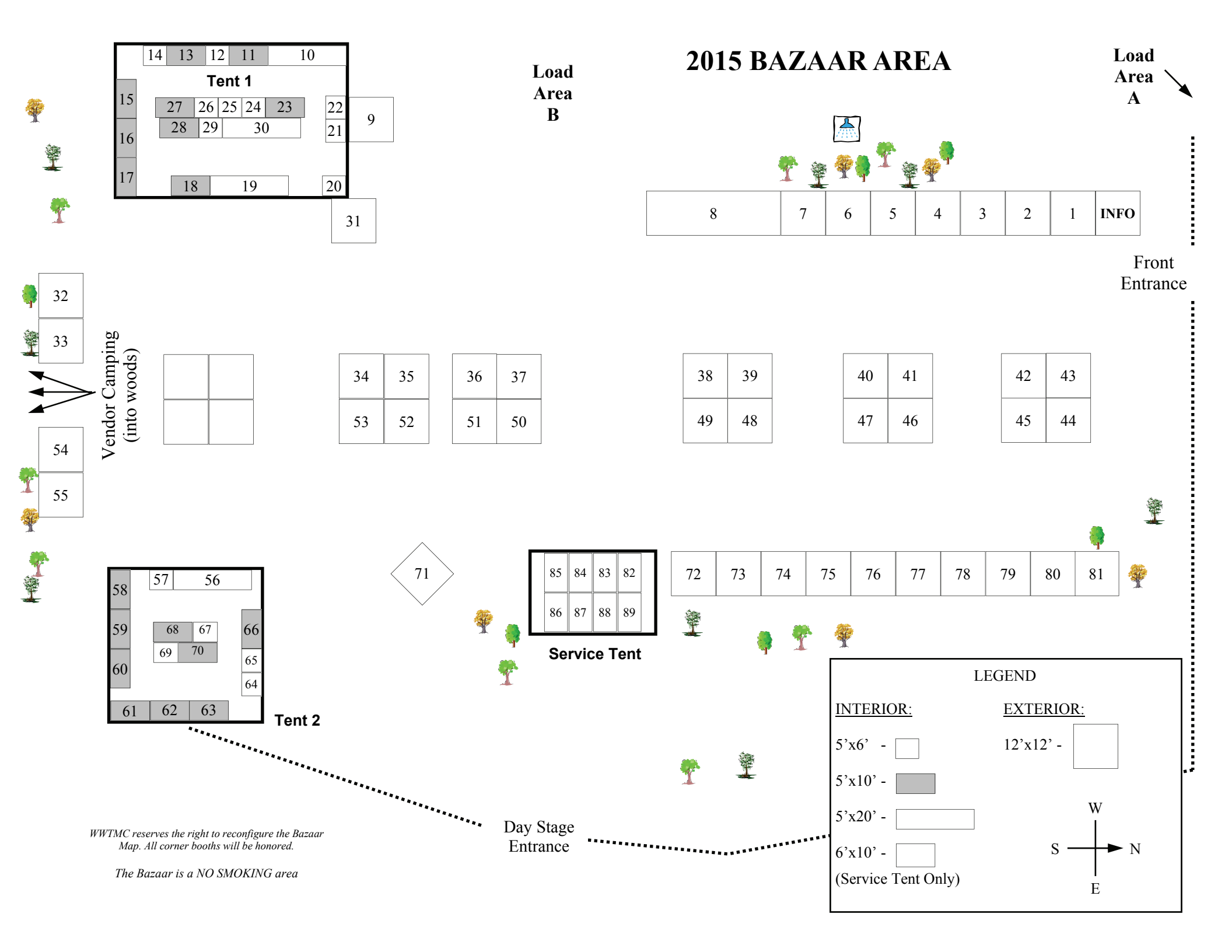
Mail completed applications to:

Before June 1st: WWTMC PO Box 7430, Berkeley, CA 94707 510-652-5441

After June 1st: WWTMC PO Box 22, Walhalla, MI 49458 231-757-4766

If you have questions, feel free to call the WWTMC office and we'll be happy to answer your questions and help you in any way we can.

2015 BAZAAR AREA



WWTMC reserves the right to reconfigure the Bazaar Map. All corner booths will be honored.

The Bazaar is a NO SMOKING area

Michigan Womyn's Music Festival
2015 VENDORS PERMIT APPLICATION

(please fill out both sides)

1. Business name: _____ Email: _____

Your name: _____Phone: _____Web Site:_____

Which name should be listed in program? _____Your name _____ Business name
(The above information will be listed in our program unless otherwise requested by you)

Address/City/State/Zip: _____

2. Description of wares or services for the program (1-10 words maximum) _____

_____

3. Optional: Age _____ Race/Ethnicity _____

4. Craftswomyn: How long have you been working with your craft? _____

5. Please describe in detail the exact goods that you will be selling and enclose photos/catalog that accurately represent the entire line. Your permit will be for these goods only, so be specific and complete.

_____

_____

_____

_____

6. Please check **one** category that best applies to the main goods being sold.

- ☐ Jewelry: Metal/Non-metal/Beaded ☐ Ceramics: Functional/Non-functional ☐ Leather
- ☐ Clothing: Handmade/Hand adorned/Screened/Original design/Manufactured
- ☐ Musical Instruments ☐ Fiber: Wearable/Non-wearable ☐ Original Graphics/Prints/Drawings
- ☐ Paper (not jewelry) ☐ Painting ☐ Glass (other than jewelry) ☐ Sculpture (clay to metal)
- ☐ Woodwork ☐ Photography ☐ Music ☐ Body Products ☐ Books/Publication ☐ Adult Toys
- ☐ Other: _____

7. Booth Selection. Please list booth numbers from reference map in order of preference. If size not available, will you accept an alternative? Yes _____ No _____

1st _____ 2nd _____ 3rd _____ 4th _____

Note that the Bazaar Area layout is subject to change

8. Have you been a vendor at Michigan before?

_____ *How Recently?* _____

9. Retail Price Range of your goods: _____ Average Price of your goods: _____

10. Booth Fee (includes one craft ticket) $_____ + (___#additional tickets @ $_____= $ _____)

= Total $_____

The cost for an additional full-week ticket is $490, the standard Festival ticket price for advance purchases (after July 11: $530). Please remember that only one ticket, in addition to the ticket you receive with your vendor permit, will be considered a Vendor Ticket that allows for early entry during load-in.

No Booth Fee cancellation refunds will be issued after April 1.
Festival ticket refund deadline is July 3 (5% service charge applies).
Payment must be drawn on a U.S. bank in U.S. dollars.

11. Projected date of arrival for load-in: _____
We encourage new vendors to arrive on Sunday

12. Projected date of departure: _____

13. Name(s) of helper(s) _____

14. Raffle Prize (if contributing/no gift certificates, please) _____Value $ _____

PLEASE NOTE: *INCOMPLETE APPLICATIONS WILL BE RETURNED TO YOU*

Mail completed applications to:

Before June 1st: WWTMC PO Box 7430, Berkeley, CA 94707 510-652-5441
After June 1st: WWTMC PO Box 22, Walhalla, MI 49458 231-757-4766

Make checks, money orders or certified checks payable to WWTMC. Payment should be in *U.S. dollars* and be drawn on a *U.S. bank*. If not a US bank, add a $35 service charge. Businesses outside the U.S. may also use a U.S. Dollar World Money Order. Certified checks or money orders only after June 1st (postmark). No cancellation refunds will be issued after April 1st (postmark). *Please do not send post-dated checks.*

CHECK LIST:

- ☐ 3 photos/slides/catalog
- ☐ Booth and ticket fees payable to WWTMC
- ☐ Self-addressed postage-paid envelope for return of materials

I agree and understand that WWTMC, the producers, its personnel, agents, representatives and associates may not be held liable in any way by me, my family, heirs or assigns for any occurrence including accidents, injuries or damages, I may incur or suffer as a result of my presence and participation in the Michigan Womyn's Music Festival. I understand that it is my responsibility to collect and pay any Michigan sales tax incurred by my business.

Signature _____ Date _____

Please be sure to sign this form before returning it!