



## 2023 Ministry/Non-Profit/For-Profit Vendor Application and On-Site Guidelines

Qualified local ministry/non-profit/for-profit “Vendors” will be permitted to set up a space within our designated vendor area on the festival grounds. Each vendor will be **required** to supply their own 10x10 solid colored pop-up tent and may bring their own tables, chairs and displays not to extend beyond the 10 x10 tent area. No electricity or other provisions will be provided by Grace Christian Music Festival. **All vendors will be required to purchase an event entry ticket(s) and pay the \$10/day vehicle entry fee.** *Since there is no charge for the booth space, please support the festival by promoting on your social media platforms.*

A representative from each organization must report to the Information tent between 12:00 pm-1:00 pm (absolutely no later than 1:00 pm) on Saturday, July 29, 2023 to check in and begin setting up your booth. The festival grounds will open for our guests at approximately 2:00 pm on Saturday July 29, 2023. Vendor tents must be ready to go before then.

Please do not leave your tent area unattended prior to the headliner artist starting (scheduling TBD). Vendors are free to enjoy the Headline Artist but be aware that Grace Christian Events, Inc./Grace Music Festival is not responsible for any loss or damage to items left unattended. Vendors may begin disassembling their booths after the headliner artist takes the stage. After the festival ends on Saturday evening Vendors may drive back onto the grounds area to load up once the area is cleared of guests. Our staff will let you know when this is ok. If you chose to pack up before this time you may NOT drive your vehicle on the grounds. It will be each vendor’s responsibility to clean up their fixtures and materials/products. Anything left on site after the festival ends on Saturday evening will be disposed of.

When interacting with our guests please remain in your tent area, not out in front or in the aisle. Also, to be considerate of other vendors, the use of microphones to attract attention is not allowed. To attract festival attendees into their tents, you may want to consider holding prize drawings. This is a great way to obtain names, emails and other contact information.

Items to be sold from your tent need prior approval from Grace Christian Events, Inc. Any items being offered for sale must pertain to your organization. All vendors are responsible to collect and pay any required local and state taxes.

This agreement represents the only relationship between Grace Christian Events, Inc. and the Vendor; no other relationship between the two entities exists, implied or otherwise. Grace Music Festival is a rain or shine event, except in the event of dangerous weather conditions (tornado, severe thunderstorm, flood, etc.) or State of Michigan mandated restrictions. Grace Christian Events, Inc. has the right to remove any vendor at any time that does not follow the guidelines, or distributes or conducts a questionable product or service, at the sole discretion of Grace Music Festival and/or Grace Christian Events, Inc. Failure to comply with the requirements listed above will result in your organization not being asked back in the future.



2023 Ministry/Non-Profit/For-Profit Vendor Application

Please submit your application to [amy.gracechristianevents@gmail.com](mailto:amy.gracechristianevents@gmail.com) or P.O. Box 180815, Utica, MI 48318 as soon as possible as the festival has limited vendor space. Any application received after July 1, 2023 deadline may not be considered. Upon receipt and signed acceptance of this application the festival management will sign and send back notification of acceptance to all vendors. If you have any questions, please contact Amy Gusho via email at [amy.gracechristianevents@gmail.com](mailto:amy.gracechristianevents@gmail.com) or by phone/text at (586) 489-0839.

Vendor Information

Name of Organization \_\_\_\_\_

Contact/Title \_\_\_\_\_

Tax ID \_\_\_\_\_ Select one: \_\_\_ ministry \_\_\_ non-profit \_\_\_ for-profit

Address \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

Website \_\_\_\_\_

Mission Statement or brief explanation of your Organization: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

- Plan to offer items for sale? \_\_\_ Yes \_\_\_ No
  - If Yes, briefly describe products or service: \_\_\_\_\_
  - \_\_\_\_\_
  - \_\_\_\_\_
  - \_\_\_\_\_

Acceptance

\_\_\_\_\_  
Vendor Contact Printed Name

\_\_\_\_\_  
Vendor Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Grace Christian Events Rep

\_\_\_\_\_  
Grace Christian Events, Inc. Signature

\_\_\_\_\_  
Date