

October

# STEP BY STEP PROMOTIONS

## "FESTIVAL OF ARTS & CRAFTS"

\*\* \*\* \* Application \*\* \*\* \* Registration \*\* \*\* \* \*\* \*\*

### LAKE COUNTY FAIRGROUNDS

**LOCATION:** Lake County Fairgrounds  
1060 E Peterson Rd  
Grayslake, IL 60030

**DATE:** October 4, 5 & 6, 2024

**TIME:** Fri. - 2:00pm - 7:00pm  
Sat. - 9:00am - 4:00pm  
Sun. - 10:00am - 4:00pm

**SET UP TIME:** Fri. - 8:00am - 2:00pm  
\*\* Trailers only may start at 7am

**BOOTH FEE:** \$235.00 per space  
Tables - \$15.00 each  
Electricity - \$35.00  
no raffle donations required!

**SPACE:** 10' wide x 10' deep

**PAYMENT:** Check payable to **STEP BY STEP PROMOTIONS**  
may postdate check 2 MONTHS prior to show.  
\*\* Separate checks for each show please  
\$20 charge for all returned checks

Please Print & Fill Out Completely

Name: \_\_\_\_\_ Phone (\_\_\_\_) \_\_\_\_\_

Address \_\_\_\_\_ Town \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Company Name: \_\_\_\_\_ Email Address: \_\_\_\_\_

License Plates: (required) \_\_\_\_\_ IL Sales Tax # \_\_\_\_\_ Trailer: Yes or No

Website \_\_\_\_\_

Detailed description of Arts or Crafts (can continue on back): \_\_\_\_\_

\_\_\_\_\_

SPACE REQUIREMENT			
10 x 10 SPACE	\$235.00	how many _____	amount \$ _____.
TABLES	\$15.00	how many _____	amount \$ _____.
<b>CHAIRS ARE NOT PROVIDED</b>			
ELECTRICITY	\$35.00	(circle one) YES or NO	amount \$ _____.
			(exhibitors must supply their own electric cords)
			<b>TOTAL \$ _____</b>

Spaces & 1/2 available. Price would be \$352.50

For Office Use  
Date PM \_\_\_\_\_  
Date AP \_\_\_\_\_  
Paid \_\_\_\_\_  
Posted \_\_\_\_\_  
Check \_\_\_\_\_

\*\*\*We are updating our files. Please include 3 photos

Call with any questions or concerns (847) 301-8543  
Send check, 3 photos, signed application and self-addressed stamped envelope to:



**STEP BY STEP PROMOTIONS**  
PO Box 8119  
Bartlett, IL 60103-4265

The applicant agrees to comply with all of the following conditions by filling out the application above and signing below.  
**CANCELLATION POLICY:** Full refund up to 61 days prior to the show. No refund within 60 days of the show.

- \* I will display and sell only handcrafted items and only in the media described above. Any items not meeting these requirements can and will be removed by craft fair organizers without any refund of my entry fees. You may also be asked to leave the show.
- \* I understand I **must check in by 12:30pm on Friday** or my space will be forfeited.
- \* I agree to be set up by show time and remain open until the show ends. Anyone breaking down early will not be invited back.
- \* I will notify the show coordinator in advance if I am unable to participate in the show.
- \* By participating in this show you hereby agree to hold harmless Step By Step Promotions Inc., it's officers, Lake County Fairgrounds Association and it's officers for any and all liability to persons or property.
- \* Pictures may be used for publicity purposes

Signature \_\_\_\_\_ Date \_\_\_\_\_