

**49TH ANNUAL ART IN THE PARK**

AUGUST 3, 2024 9 AM - 4 PM

Lake Odessa, MI

**NON-PROFIT ORGANIZATION  
APPLICATION FOR BOOTH SPACE**

**Organizations are encouraged to apply early. Only six non-profit booth spaces are available.**

**APPLICATION DEADLINE: 4:00 P.M., WEDNESDAY, JULY 3, 2024**

**1. CONTACT INFORMATION**

Organization/Business Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Business Phone: \_\_\_\_\_ Website: \_\_\_\_\_

Facebook URL: \_\_\_\_\_ Twitter: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Contact Phone: \_\_\_\_\_

Contact E-Mail: \_\_\_\_\_

**2. TELL US About Your Organization**

Is your organization approved by the IRS as a 501(c)(3) organization?  Yes  No

Mission Statement or Purpose of Organization: \_\_\_\_\_  
\_\_\_\_\_

Is your organization involved in the local Lake Odessa community?  Yes  No

If Yes, please describe how:

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

Please describe your planned exhibit, including any special needs you may have. Also list any items you request to sell as part of your exhibit. *Please note: These plans require prior LOAAC approval. (Feel free to attach an additional sheet).*

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

Please include any other pertinent information we should know: \_\_\_\_\_

**5. MAIL OR DROP OFF THIS FORM**

**Release:** I/We have read and agree to abide by the Terms and Conditions below. By signing this form, I/we fully and forever release the Village of Lake Odessa and the Lake Odessa Area Arts Commission, its agents and volunteers, from any and all causes of action, claims and demands of any nature whatsoever arising out of this event.

Submit this completed form no later than 4 P.M. on Wed., 7/3/2024, to:

Lake Odessa Area Arts Commission  
Page Memorial Building  
839 Fourth Avenue  
Lake Odessa, MI 48849

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

**Terms & Conditions**

1. An organization applying for non-profit booth space must be a 501(c)(3) organization and demonstrate community involvement in Lake Odessa, Michigan, and must receive approval in advance from the Lake Odessa Area Arts Commission ("LOAAC").
2. Organizations may NOT sell crafts, artwork or food items of any kind during the event without express approval of the LOAAC.
3. Organizations must check in at the registration area prior to setting up, and must be present for the duration of the event. Organizations breaking down displays or departing before closing time will not be allowed to return to future shows.
4. Set-up is Friday, Aug. 2 during pre-assigned shifts between 6-8 3-7 PM and Saturday, August 3 between 6-8 AM. On the day of the show, set-up must be completed by 8 AM and tear-down must be completed by 6 PM.
5. Each non-profit organization will be entitled to one 11' x 11' booth space free of charge, assigned by the LOAAC on a first-come/first-serve basis following assignment of booth spaces to all paid exhibitors (artisans and sponsors).
6. Organizations are responsible for their own property and for furnishing their own tents, tables, chairs and change.

**For any questions regarding this application or Art in the Park, please contact us:**

E-Mail: [Info@LakeOdessaArts.com](mailto:Info@LakeOdessaArts.com)

Phone: (616) 755-0084