

Greetings from Woldumar Nature Center!

Woldumar's American Heritage Festival will be held on September 24, 25 & 26. The center is a self-funded 501 (c) 3 non-profit dedicated to educating people about the natural environment. Located just 5 miles west of downtown Lansing and right near two major highways, its location makes visiting easy. Woldumar is nestled along the Grand River and welcomes over 40,000 people each year attending educational programs, events like this one, or just hiking the 5 miles of natural trails.

This festival is all about educating people about our rich mid-Michigan heritage primarily focusing on Michigan history. It is filled with heritage crafters, demonstrators, and exhibitors, as well as living history, music, river tours, wagon rides and much more. We expect approximately 1,000 visitors, mostly families, to attend each day. This is one of our seasonal fund-raisers and talented participants like you help make the weekend a success.

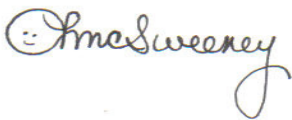
Again this year, Woldumar Nature Center is hosting a special day for school groups on Friday, September 24, 2010. Program times are 9:30am, 10:30am, 11:30am, 12:30pm, and 1:30pm. All exhibitors are welcome to join in this education effort. Please indicate your desire to participate on the attached form and a Woldumar staff person will contact you with further information.

Our most current goal is to expand the Farm Market atmosphere of this festival. Many past American Heritage Festival participants have featured their craft or skill while enhancing this market style atmosphere. September is a great time to feature locally grown and created products that would have been found in our ancestors Farm Markets.

You've been identified as someone who may be interested in participating in this event. We hope that you will join us. I've enclosed the event policy and information form that needs to be signed and returned by August 13, 2010. You are welcome to visit our website at www.woldumar.org for more information.

I hope that you will join us. Call or email with any questions. Thank you for your consideration.

Sincerely,

A handwritten signature in cursive script that reads "Lori McSweeney". The signature is written in dark ink and includes a small smiley face icon at the beginning.

Lori McSweeney

Executive Director

**Woldumar Nature Center
2010 American Heritage Festival**

Participant Information (See Other Side for Policies Form)

Please return this form with payment:

Name: _____ Business/organization: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Email: _____

Exhibit Category – see “definitions” on policies form

(please circle one):

Living History (period costume)

Demonstration/Education

Entertainment (music)

Vendor

Entry Fee:

free

free

\$30 donation

\$30 donation

If you circled Demonstration/Education - Exhibit title: _____

If you circled Entertainment – what style (folk music, square dance, etc.): _____

Do you wish to participate on Friday, Sept. 24? (circle one) Yes No

If yes, what will you demonstrate (15-20 minute sessions – hands-on education preferred)?

Access to electricity is provided on a first come, first served basis. Do you need electrical access? Y N

Any other special needs (please review number 4 on the policies form before answering):

Space Required (Please Note: Please indicate the AMOUNT of space you need, not the location of display):

Please enclose a question and correct answer that can be answered by elementary aged children interacting with your exhibit (for the passport):

Do you have any product you would like to donate for Woldumar’s annual silent auction? If yes, please indicate the item in this space:

I have read the 2009 American Heritage Harvest Festival Exhibitor Information and I agree to the terms and conditions of the American Heritage Festival Event Policies:

Signature: _____ Date: _____

Make a copy of this document and the participant information form for your records and return this document, signed and completed, to Woldumar Nature Center to confirm participation in the 2010 American Heritage Festival.

If you choose to cancel this application, you must notify Woldumar by 3PM August 31st, 2010 to receive a full refund. Refunds will not be given for cancellation after August 31st, 2010 or for absences on the days of the event.

Woldumar Nature Center 2010 American Heritage Festival Event Policies

Following is an agreement between participants (vendors, exhibitors, demonstrators, stage acts, wandering actors, etc.) and Woldumar Nature Center. Read the policies carefully. If you agree to the event policies as written, please sign the agreement and return it with any donation. Failure to sign the agreement before the event begins will result in a loss of space.

1. This year's American Heritage Harvest Festival (AHF) will be held Saturday, September 25 – Sunday, September 26, 2010, at Woldumar Nature Center, 5739 Old Lansing Road, Lansing. The event is proposed to run from 11 a.m. to 7 p.m. on Saturday and 11 a.m. to 4 p.m. on Sunday. The school program day on Friday, September 24 will run from 9 a.m. until 3 p.m.
2. Prepare for inclement weather. The event will be held in all safe weather. The AHF committee will determine activities that need to be moved inside if weather warrants such a move.
3. Space assignments will be determined by the AHF Committee, and will be made based on exhibitor category, the number of vendors signed up for each category, and exhibitor space requirements. A map of exhibitor locations will be developed for the event, and volunteers will be on-hand both days to assist you with finding your exhibitor space.
4. Exhibitors are asked to supply their own equipment, including pop-up tents, tables, chairs, table covers, etc. Electricity is limited and access to outlets is available on a first come, first served basis (determined by receipt of application and information forms). If you need tables and chairs, a limited amount may be available. Please indicate this need on your form. Woldumar cannot guarantee that these items will be available. You will be notified if Woldumar is unable to provide the item you need.
5. Set-up must be completed before 10:30 a.m. on all days. Vehicle and/ or trailers must be moved from the festival exhibition area immediately. Tear down can begin after 4:00 p.m. on Sunday. Early tear-down is not allowed. Once set-up is complete, you will be directed to an auxiliary exhibitor parking area. Existing Woldumar parking spaces are reserved for festival guests. All vehicles must be moved to the exhibitor parking area by 10:30 a.m. all days.
7. If you bring live animals, livestock and/or pets with you to the event, all animals must be leashed, confined and/or kept under the owner's control at all times.
8. Woldumar Nature Center, its staff and volunteers or any person/organization connected with Woldumar or the AHF will not be responsible for any loss or damage to person or property for any reason. Exhibitor equipment, tents, personal items, etc., are the responsibility of festival exhibitors. Woldumar is not responsible for loss, theft or damage to a participant's belongings.
9. The AHF Committee reserves the right to confirm or deny participant involvement in the festival at any time.
10. Please minimize the impact of this event on the beautiful Woldumar grounds by leaving your exhibitor space as you found it. This means no debris, holes, poles, pet waste, etc.

By signing and submitting this application the applicant hereby releases and agrees to hold harmless Woldumar Nature Center from any damage to or loss of applicant's property or any personal injury, which he/she or helpers may sustain while participating in American Heritage Festival.

Further, by signing this document, the applicant agrees to abide by all policies, rules and regulations for participation as listed in this document and in future information given to the applicant by Woldumar regarding American Heritage Festival. Failure to follow these regulations may result in expulsion from this year's and future Woldumar events.

I have read the 2010 American Heritage Festival Exhibitor Information and I agree to the terms and conditions of the American Heritage Festival Event Policies:

Signature: _____ Date: _____

DEFINITIONS

Living History: a costumed individual or group that will be participating in demonstration and education (see below)

Demonstration/Education: a display, booth or other exhibit which educates AHF participants. No items may be sold, nor money taken at a demonstration and/or education display (see vendor)

Vendor: a display, booth or other exhibit that represents an individual, business or organization which chooses to sell goods or services to AHF participants. *Any display, booth or other exhibit which collects money for any purpose is considered a vendor.*

Entertainment: an individual or organized performing group (music, theatre, dance) that is recognized as a source of entertainment.

All individuals or groups that donate at or above the recommended level will receive 10 day passes which you may sell or give to others. All *performing* members of your group will be admitted to the festival for free.

Please remember to complete the other side of this document.