

APPLY ON-LINE OR COMPLETE AND DETACH THIS FORM AND MAIL TO:  
 ALASKA-JUNEAU PUBLIC MARKET • P.O. Box 021145 • JUNEAU, ALASKA 99802  
 [For location preference, application must be received by July 31]  
 metcom@gci.net / www.JuneauPublicMarket.com

Name/Business: \_\_\_\_\_  
 Contact person: \_\_\_\_\_  
 Mailing address: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 Ph: \_\_\_\_\_  
 Email: \_\_\_\_\_  
 Website: \_\_\_\_\_

**CHOOSE YOUR SPACE**  
 (make at least three choices)

	Letter Code	Space Number
1)	_____	— _____
2)	_____	— _____
3)	_____	— _____
4)	_____	— _____
5)	_____	— _____
6)	_____	— _____

**LETTER CODE**

**SHEFFIELD BALLROOM:**  
 STANDING SECTIONS = A, B, C, D  
 PERIMETER = P  
**MAIN LOBBY = L**  
**DAVIS ROOM = DV**  
**SMALL LOBBY = SML**  
**EGAN = E**  
**HICKEL = H**  
**HAMMOND = HD**  
**PUBLIC MARKET ANNEX = ANX**

PRODUCT DESCRIPTION [All new vendors must describe their products. Those who prefer Centennial Hall, please include a statement as to how your product or presentation will meet the criteria as stated below.]

**Long-time vendors need not describe their products if these remain unchanged.  
 The applications of new vendors who do not describe their products will not be considered.**

# THE T H I R T Y - F I F T H A N N U A L PUBLIC MARKET

**Y**ou are invited to apply for a space in the next Alaska-Juneau Public Market, Thanksgiving weekend, Friday through Sunday, November 24, 25, 26, 2017, at the Juneau Centennial Hall and the Public Market Annex at the Juneau Arts & Culture Center (JACC).

The initial application period is the month of July, 2017. We will mail/email notice of your application status by August 7, 2017.

**For consideration of location preference, your application must be received by July 31.** With notification of assignments, each vendor will receive an invoice along with an application for tables, table skirting, and other equipment. Your assignment will be confirmed upon receipt of rental rate payment in full (refunds are prompt). We'll also provide participating vendors with further information about the Public Market. After the initial application period closes on July 31, assignments will continue, but only on a space available basis.

Both the Centennial Hall Public Market and the Public Market Annex will be open to the public from noon to 7 p.m. on Friday (Nov. 24), and from 10 a.m. to 5 p.m. on Saturday and Sunday (Nov. 25 & 26).

**Vendors may set up their booth displays on Wednesday, Nov. 22, from 4 p.m. and 8 p.m. (We are closed Thanksgiving Day, November 23.) Set up continues on Friday from 8 a.m. to 11 a.m. Doors open to the public at noon.**

For inquiries, email is best <metcom@gci.net>. Second best, call our answering device at 907-586-4072. The answering device allows you the time to leave your name, phone number and mailing address, and questions.

## SELECTION CRITERIA

At Centennial Hall, we charge admission; at the Public Market Annex in the Juneau Arts & Culture Center, no admission is charged. We are selective of vendors applying for space at the Public Market in Centennial Hall, while applicants for the Annex are assigned primarily on a first come/first served basis.

For Centennial Hall applications we give preference according to the following criteria:

- 1) High quality products/services available "Only at the Public Market!"
- 2) Good food (we can always use more good food!).
- 3) If your product is commonly available in Juneau, describe how you intend to promote/advertise your presence at the Market, and describe how your Public Market offerings would be markedly different from your retail outlet or your presentations at local arts & crafts shows.
- 4) At the Public Market Annex, a "no admission charged" venue, we allow franchise products, but only one vendor for each franchise.

If you are not satisfied with your assigned, don't give up. We have a high rate of success with reassignments.

Alaska-Juneau Public Market  
P.O. Box 021145  
Juneau, Alaska 99802  
•  
metcom@gci.net  
•  
Apply Online:  
[www.JuneauPublicMarket.com](http://www.JuneauPublicMarket.com)

First Class Mail  
PRSR  
US Postage  
PAID  
Juneau, AK  
Permit #172

Return Service Requested

*You are invited to apply for space at*

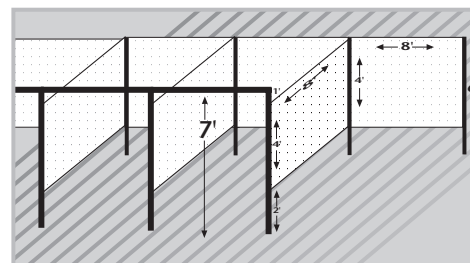
THE **P** T H I R T Y - F I F T H   A N N U A L  
**PUBLIC MARKET**

Friday - Sunday, Nov. 24, 25, 26

For Location Preference Apply by JULY 31, 2017

**RENTAL RATES - see "costs" at [JuneauPublicMarket.com](http://JuneauPublicMarket.com)**

- Equipment applications will be sent to assigned vendors
- Failure to order in advance those things you may need will put you at the back of the line if you change your mind, and may result in additional charges.
- Names for vendor passes must be submitted before November 15
- Please email us at [metcom@gci.net](mailto:metcom@gci.net) if you have any questions
- See website: [www.juneaupublicmarket.com](http://www.juneaupublicmarket.com)



Sheffield Ballroom  
Booth Construction

**SEE WEBSITE FOR "FLOOR PLANS"**



**The Public Market Annex**

Each Annex booth space is defined by pipe frame & drape separators, with sidewalls that are approximately 3' high. Perimeter booths have an 8' high back, while the center section booths do not. Creative use of each space is encouraged, but please let us know your intentions prior to the event.