



2017 Marketfest Vendor Application

Greetings, As Marketfest celebrates its 27th year we hope to maintain the tradition of being a hometown, family-friendly event that showcases our beautiful downtown area and businesses. In 2016, approximately 4,000-5,000 visitors attended each night of Marketfest. Feedback from community members, festival attendees, local businesses and vendors continues to be extremely positive. In the coming season, we plan to again offer many of the features and events including free live music on two stages, petting zoo, classic car show, climbing wall and children's activities.

Here is a Vendor Snapshot of Information for Marketfest 2017:

- Receive early bird pricing for all applications received by March 31, 2017.
- Marketfest will again run SEVEN weeks beginning **Thursday, June 15 and ending July 27, RAIN OR SHINE!!**
- All vendors will be juried by committee. Completed applications will be reviewed for acceptance beginning March 1, 2017. Applications received after May 15th will be considered only if space permits. Acceptance notification will be received by email.
- Booth assignments and preference will be given to vendors committing to all 7 weeks of the event. A limited number of single night spots will be available for non-food vendors.
- Food vendors may sell non-alcoholic beverages. Marketfest will not provide ice; an ice service will be available to any vendors who are interested, when approved with your application.
- Marketfest is striving to become a Zero-Waste event - Please help us by participating as a GREEN vendor by using recyclable products. Booth location preference will be given to Green Vendors.
- The street layout for Marketfest will be similar to last year. Store fronts will not be blocked. A vendor map is available online at www.marketfest.org
 - o While the event officially runs from 6:00 p.m.-9:00 p.m., vendors may begin to sell their goods at 5:30 p.m.
 - o Vendor set-up will begin at 4:00 p.m. for Washington Ave. & the Back Lot, and 4:30 p.m. on 3rd St. and Banning Ave.
 - o All vehicles must be clear of the event area by 5:30 p.m. No vendor will be allowed to drive into the event area after 5:30 p.m. and until after 9:15 p.m. following the event.
 - o 4 St. between Banning Ave. and Cook Ave. will be closed from 5:30-9:00 p.m. for the Classic Car Show.

Electricity - we have very limited access- see fees; Generators are encouraged and are required to be quiet. Vendors with too loud of generators will be asked to make other arrangements and/or removed from Marketfest without a refund.

Additional information is available at www.marketfest.org. Feel free to contact me if you have any questions, and thank you in advance for helping us make Marketfest 2017 a huge success!!

Best regards,

Deb Stender, Marketfest Director
info@marketfest.org

2017 Marketfest Board

Chair: Dale Grambush, Farmer's Insurance; Sandy Matzdorf, Main Street Inc and ReUse Restyle;
Bill Foussard, WB Country Inn/Rudy's Red Eye Grill & Explore White Bear; Shawn SmithEAT@Banning & 5th;
John Lupo, Grandma's Bakery; Kurt Hegland, Resident; Deb Stender, Marketfest Director.

Marketfest 2017

Guidelines & Fee Schedule

Receive early bird pricing for applications received BEFORE March 31, 2017

Early Bird discount is indicated in RED

FOOD VENDORS Any vendors preparing and selling food products and/or beverages

All food vendors must have NSF Approved equipment and product produced and prepared under Ramsey County Health Department Rules and Regulations. **Prior to June 1st all accepted food vendors must:**

1. Acquire a temporary food establishment license from the Ramsey County Department of Health. More information and an application can be found at www.co.ramsey.mn.us.
2. Provide a Certificate of Liability Insurance and list the following as ADDITIONAL INSURED:
Marketfest and the City of White Bear Lake
4701 Hwy 61, White Bear Lake, MN 55110

FEE: \$700 prior to March 31, 2017 • \$750 after March 31, 2017 (seven nights)

- 25% discount for City of White Bear Lake taxpayers (must provide proof of residency or business location in the City of White Bear Lake)
 - 50% discount for White Bear Lake Special Service District Businesses
-

ARTS, CRAFTS, MERCHANTS & SERVICE All products and services offered for sale or promotion

New Arts and Crafts applicants – please include 2-3 non-returnable photos for judging purposes. If you have a relationship with a White Bear Lake business selling your product, you must obtain and provide written permission from the business owner to sell the product at Marketfest. Also, please indicate on the application if your product is handcrafted.

Option A - FEE: \$420 prior to March 31, 2017 • \$450 after March 31, 2017 (seven nights)

- 25% discount for City of White Bear Lake taxpayers (must provide proof of residency or business location in the City of White Bear Lake)
- 50% discount for White Bear Lake Special Service District Businesses

Option B - FEE: \$65 prior to March 31, 2017 • \$75 per night after March 31, 2017 (one or more nights) No additional discounts apply

- Limited spaces available – please indicate which nights you are interested in participating. We will do our best to fit single night spaces in- based on availability.
-

FARMER'S MARKET Products sold must be grown or produced by vendor

Participants must provide the same documentation as a Food Vendor (requirements stated above).

FEE: \$210 prior to March 31, 2017 • \$225 after March 31, 2017 (seven nights)

NON-PROFIT ORGANIZATIONS Organizations must be able to show proof of 501(c)3 status

FEE: \$210 prior to March 31, 2017 • \$225 after March 31, 2017 (seven nights)

POLITICAL PARTIES Due to space limitations only one booth will be allocated to each political party

FEE: \$420 prior to March 31, 2017 • \$450 after March 31, 2017 (seven nights)

PLEASE READ THE FOLLOWING INFORMATION

1. All applicants will be juried and selected by Committee.
2. The application and waiver must be signed in order to be considered for acceptance to the festival.
3. Notification of acceptance will be via email. Payments will be returned if vendor is not accepted.
4. There will be no refund after an application is accepted or for any nights not attended.
5. Vendors must commit to the entire seven (7) weeks unless assigned to specific night(s).
6. Vendors must be ready to start no later than 6:00 p.m. and remain open for business until 9:00 p.m.
7. Participants must abide by the rules for set-up and take-down times or risk non-acceptance for the next week or year.
8. The space available is 12' x 12'. Marketfest does not furnish any tents, tables, chairs, etc...
9. Vendors or attendees may not walk around distributing flyers, promotional items etc. on Marketfest grounds



<i>Office use only:</i>	
Date	_____ / _____ / _____
Paid	_____
Ck. #	_____
Booth Loc.	_____

Marketfest 2017 - Vendor Application Form

2017 Festival Dates: Thursdays, June 15 - July 27 • 6:00p.m. - 9:00p.m.

Business/Organization Name: _____

Contact Name: _____

Phone: (Day) _____ (Evening) _____ (cell) _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Email: _____ Web: _____

Receive early bird pricing for applications received BEFORE March 31, 2017
Early Bird discount is indicated in RED

<i>Refer to Marketfest 2017 Guidelines & Fee Schedule and check the appropriate fee amount</i>	
FOOD VENDOR - 7 Weeks Any vendors preparing and selling food products and/or beverages	
<input type="radio"/> Standard \$700 · \$750 <input type="radio"/> WBL Taxpayer \$525 · \$560 <input type="radio"/> WBL Special Service District \$350 · \$375	
Food Truck? _____ Size of truck or space needed: _____	
ARTS, CRAFTS, MERCHANTS & SERVICE All products and services offered for sale or promotion	
Option A 7 Weeks · Full Season	
<input type="radio"/> Standard \$420 · \$450 <input type="radio"/> WBL Taxpayer \$315 · \$340 <input type="radio"/> WBL Special Service District \$210 · \$225	
Option B 1 - 6 Weeks (Limited Spaces Available)	
Number of Weeks: _____ @ \$65.00 · \$75.00 per night = Total Fee \$ _____	
Preferred Date(s): _____	
Other Vendors - 7 weeks	
<input type="radio"/> Farmers Market \$210 · \$225 <input type="radio"/> Non-Profit \$210 · \$225 <input type="radio"/> Political Party \$420 · \$450	
Electricity ? (Limited Space Available) <input type="radio"/> YES - \$135 Additional Charge <input type="radio"/> NO	
If YES: _____ 110 Volts -OR- 220 Volts (very limited - 1 outlet per vendor)	
<i>Note - Electricity for each booth is limited. If you have concern on the amount needed please contact us directly.</i>	

Total Amount Due	
Vendor Booth Fee	\$ _____
Electricity Fee	\$ _____
Total Amount Due (Checks payable to Marketfest - must accompany this form)	\$ _____

Marketfest 2017 - Application Form (cont.)

Were you a Marketfest participant in the past? **YES** Years? _____ or **NO**

Did you participate in 2016? _____

Do you make your own products? **YES** or **NO**

Do you plan to participate as a Green Vendor? _____

Requested Set-up Time- Choose one - affects booth placement as set-up times vary by street location:

4:00 or 4:30 _____

Is there a special location you would like to request? *Please indicate your preference with the understanding that there are **no guaranteed space assignments**, we will do our best to accommodate your request. Due to variances from season to season you will not be guaranteed your previous season's space. Set up times are affected by the location of your booth - street closures are staggered.*

1st preference _____

2nd preference _____

What do you intend to sell, demonstrate or display? *Include descriptions, prices, photos, menus, etc. if applicable. If you are a non-profit or service organization describe any activities or games you will offer. All applicants will be juried by committee. Please note any special needs or considerations, such as size of trailer etc..*

How did you hear about Marketfest?: _____

WAIVER

I understand that Marketfest does not allow any products in its festival that could be deemed pornographic or otherwise offensive, racist, sexist, ageist, etc. or products that in any way could be used as a weapon, offensively or defensively. I understand that displaying any of the above mentioned products for free or for sale will result in dismissal from Marketfest without refund. I understand that the determination of what is appropriate for the festival is strictly up to the Marketfest Director, without exception.

I, the undersigned vendor, agree that Marketfest, Main Street, Inc., the City of White Bear Lake, and building owners and tenants are not responsible for damage, loss or theft of goods related to my business or organization. I hold the above-mentioned entities, their volunteers and their assigns, harmless from any liability relating to my participation in the Marketfest event. Further, I am aware that I am responsible for all appropriate Federal, State and local taxes. If vending food, I agree to have the proper licensure and insurance coverage. I agree to adhere to the set-up times as determined in my acceptance letter and remain in the space assigned to me during the hours of operation from 6:00 p.m. to 9:00 p.m. Vendors who are ready may begin selling products at 5:30 p.m. Vehicles will not be allowed in the event area after 5:30 p.m. and may return no sooner than 9:15 p.m. after the event.

I will abide by all guidelines stated in this application. Failure to comply with any of these guidelines may result in my dismissal from Marketfest without refund.

Business Name: _____ **Contact Name:** _____

Signature: _____ **Date:** _____

Applications must be signed, accompanied by full payment and include required documentation in order to be considered for Marketfest 2017. The Marketfest Board will review and accept applications beginning March 1, 2017. Applications received after May 15th will be considered if space permits. Acceptance notifications will be sent by email by the Marketfest Director.

Please send application, payment and required documentation to:

Attn: Marketfest- Vendor Application Committee
4701 Highway 61
White Bear Lake, MN 55110

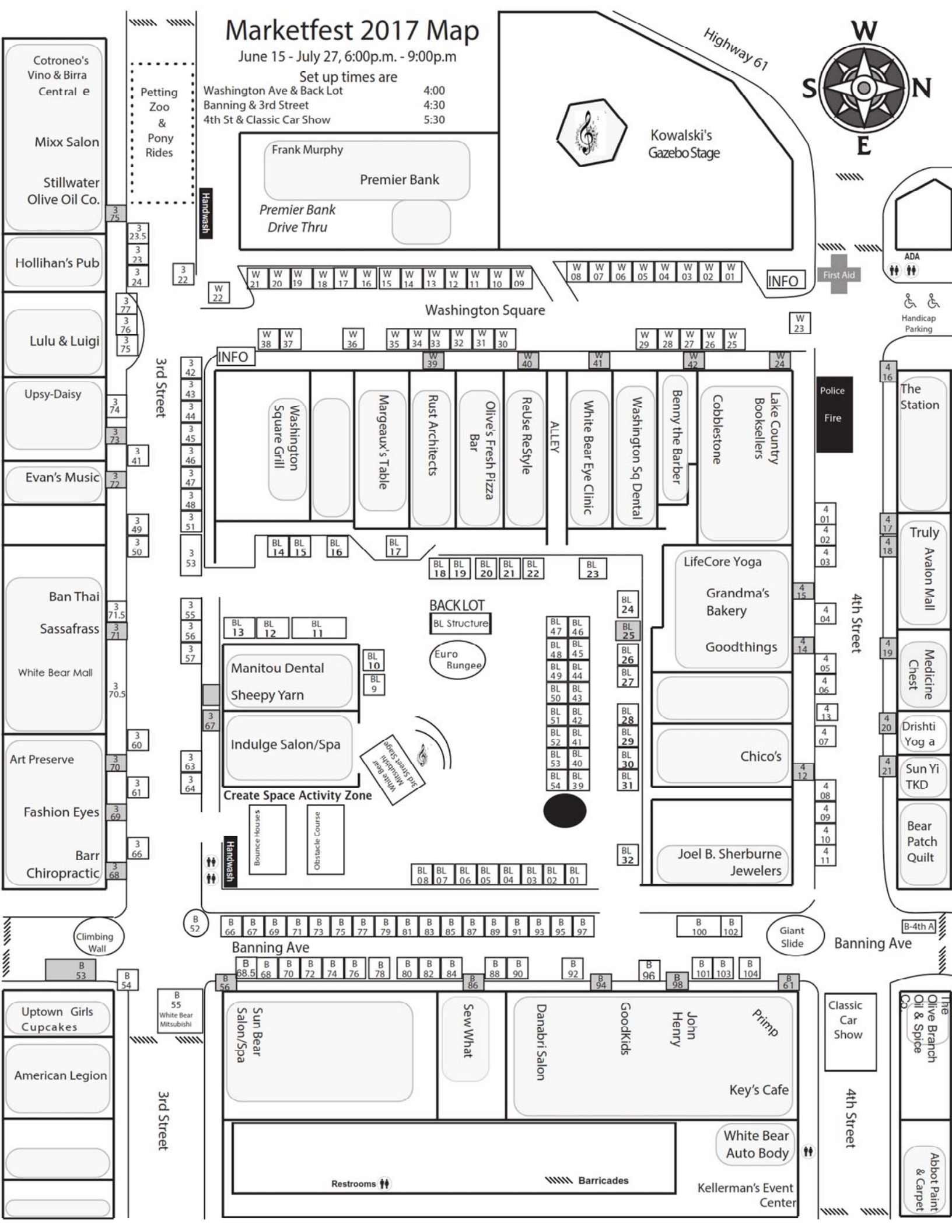
Marketfest 2017 Map

June 15 - July 27, 6:00p.m. - 9:00p.m

Set up times are

- Washington Ave & Back Lot 4:00
- Banning & 3rd Street 4:30
- 4th St & Classic Car Show 5:30

Highway 61



Cotroneo's
Vino & Birra
Central e

Mixx Salon

Stillwater
Olive Oil Co.

Hollihan's Pub

Lulu & Luigi

Upsy-Daisy

Evan's Music

Ban Thai

Sassafrass

White Bear Mall

Art Preserve

Fashion Eyes

Barr
Chiropractic

Uptown Girls
Cupcakes

American Legion

Sun Bear
Salon/Spa

Sew What

Danabri Salon

Goodkids

John
Henry

Primp

Key's Cafe

White Bear
Auto Body

Kellerman's Event
Center

Classic
Car Show

Olive Branch
Oil & Spice

Abbot Paint
& Carpet

Frank Murphy

Premier Bank

Premier Bank
Drive Thru

Kowalski's
Gazebo Stage

Washington Square

Washington
Square Grill

Margeaux's Table

Rust Architects

Olive's Fresh Pizza
Bar

ReUse ReStyle

White Bear Eye Clinic

Washington Sq Dental

Benny the Barber

Cobblestone

Lake Country
Booksellers

LifeCore Yoga

Grandma's
Bakery

Goodthings

Chico's

Joel B. Sherburne
Jewelers

BACK LOT

Euro
Bungee

Manitou Dental

Sheepy Yarn

Indulge Salon/Spa

Create Space Activity Zone

Bounce House

Obstacle Course

First Aid

Police
Fire

The Station

ADA

Handicap
Parking

Truly
Avalon Mall

Medicine
Chest

Drishiti
Yog a

Sun Yi
TKD

Bear
Patch
Quilt

B-4th A

Banning Ave

Banning Ave

3rd Street

4th Street

3rd Street

4th Street

B 66 B 67 B 69 B 71 B 73 B 75 B 77 B 79 B 81 B 83 B 85 B 87 B 89 B 91 B 93 B 95 B 97

B 56 B 58.5 B 68 B 70 B 72 B 74 B 76 B 78 B 80 B 82 B 84 B 86 B 88 B 90 B 92 B 94 B 96 B 98 B 100 B 102 B 101 B 103 B 104

B 53 B 54 B 55 White Bear Mitsubishi

3 75 3 73.5 3 73 3 72 3 71 3 70 3 69 3 68 3 67 3 66 3 65 3 64 3 63 3 62 3 61 3 60 3 59 3 58 3 57 3 56 3 55 3 54 3 53 3 52

3 42 3 43 3 44 3 45 3 46 3 47 3 48 3 49 3 50 3 51 3 52

3 71.5 3 71 3 70.5 3 70 3 69 3 68 3 67 3 66 3 65 3 64 3 63 3 62 3 61 3 60 3 59 3 58 3 57 3 56 3 55

3 53 3 54 3 55 3 56 3 57 3 58 3 59 3 60 3 61 3 62 3 63 3 64 3 65 3 66 3 67 3 68 3 69 3 70 3 71 3 71.5

4 01 4 02 4 03 4 04 4 05 4 06 4 07 4 08 4 09 4 10 4 11 4 12 4 13 4 14 4 15 4 16 4 17 4 18 4 19 4 20 4 21

4 08 4 09 4 10 4 11 4 12 4 13 4 14 4 15 4 16 4 17 4 18 4 19 4 20 4 21

4 08 4 09 4 10 4 11 4 12 4 13 4 14 4 15 4 16 4 17 4 18 4 19 4 20 4 21

W 21 W 20 W 19 W 18 W 17 W 16 W 15 W 14 W 13 W 12 W 11 W 10 W 09 W 08 W 07 W 06 W 05 W 04 W 03 W 02 W 01

W 38 W 37 W 36 W 35 W 34 W 33 W 32 W 31 W 30 W 29 W 28 W 27 W 26 W 25 W 24 W 23

W 39 W 40 W 41 W 42 W 43 W 44 W 45 W 46 W 47 W 48 W 49 W 50 W 51 W 52 W 53 W 54

BL 14 BL 15 BL 16 BL 17 BL 18 BL 19 BL 20 BL 21 BL 22 BL 23 BL 24 BL 25 BL 26 BL 27 BL 28 BL 29 BL 30 BL 31 BL 32

BL 13 BL 12 BL 11 BL 10 BL 9 BL 47 BL 46 BL 45 BL 44 BL 43 BL 42 BL 41 BL 40 BL 39 BL 38 BL 37 BL 36 BL 35 BL 34 BL 33 BL 32 BL 31 BL 30 BL 29 BL 28 BL 27 BL 26 BL 25 BL 24

BL 13 BL 12 BL 11 BL 10 BL 9 BL 47 BL 46 BL 45 BL 44 BL 43 BL 42 BL 41 BL 40 BL 39 BL 38 BL 37 BL 36 BL 35 BL 34 BL 33 BL 32 BL 31 BL 30 BL 29 BL 28 BL 27 BL 26 BL 25 BL 24

B 08 B 07 B 06 B 05 B 04 B 03 B 02 B 01 B 100 B 102

B 56 B 58.5 B 68 B 70 B 72 B 74 B 76 B 78 B 80 B 82 B 84 B 86 B 88 B 90 B 92 B 94 B 96 B 98 B 101 B 103 B 104 B 61

B 53 B 54 B 55 White Bear Mitsubishi

B 56 B 58.5 B 68 B 70 B 72 B 74 B 76 B 78 B 80 B 82 B 84 B 86 B 88 B 90 B 92 B 94 B 96 B 98 B 101 B 103 B 104 B 61

B 56 B 58.5 B 68 B 70 B 72 B 74 B 76 B 78 B 80 B 82 B 84 B 86 B 88 B 90 B 92 B 94 B 96 B 98 B 101 B 103 B 104 B 61

B 56 B 58.5 B 68 B 70 B 72 B 74 B 76 B 78 B 80 B 82 B 84 B 86 B 88 B 90 B 92 B 94 B 96 B 98 B 101 B 103 B 104 B 61

B 56 B 58.5 B 68 B 70 B 72 B 74 B 76 B 78 B 80 B 82 B 84 B 86 B 88 B 90 B 92 B 94 B 96 B 98 B 101 B 103 B 104 B 61

B 56 B 58.5 B 68 B 70 B 72 B 74 B 76 B 78 B 80 B 82 B 84 B 86 B 88 B 90 B 92 B 94 B 96 B 98 B 101 B 103 B 104 B 61