



2017 Marketfest Biz Kidz 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, businesses and aspiring youth entrepreneurs. In 2016, approximately 4,000-5,000 visitors attended each night of Marketfest.

Marketfest is committed to engaging all of the community and is extending the opportunity to youth ages 8 - 18 to experience and showcase their business ideas or products during on July 6, 2017.

Here is a Vendor Snapshot of Information for Marketfest 2017:

- All vendor applications will be juried by committee. Completed applications will be reviewed for acceptance beginning April 1, 2017. Applications received after May 15 will be considered only if space permits

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 utilizing compost-able products.
- Bear Biz Kidz will be located on 4th Street and will be assigned a 12 x 12 booth spot.

- o The event officially runs from 6:00 p.m.-9:00 p.m., vendors must be present at their booths from 6:00 - 9:00 p.m.

- o Vendor set-up will begin at 5:30 p.m. and must be completed by 6:00 p.m.

- 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 4th St. between Banning Ave. and Cook Ave. will be closed from 5:30-9:00 p.m. for the Classic Car Show.

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 Smith EAT@Banning
& 5th; John Lupo, Grandma's Bakery, White Bear Chamber of Commerce President; Kurt Hegland, Resident

Marketfest Biz Kidz 2017

Guidelines

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 INSUREDS:
Marketfest and the City of White Bear Lake
4701 Hwy 61, White Bear Lake, MN 55110
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ARTS, CRAFTS, MERCHANTS & SERVICE All products and services offered for sale or promotion
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.

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).

NON-PROFIT ORGANIZATIONS Organizations must display their mission and if asking for donations provide tax status information.

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 mail and email.
4. Vendors must be ready to start no later than 6:00 p.m. and remain open for business until 9:00 p.m.
5. Participants must abide by the rules for set-up times as specified in the acceptance letter.
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 Biz Kidz 2017 - Vendor Application Form

Date: Thursday, July 6 • 6:00p.m. - 9:00p.m.

Business/Organization Name: _____

Contact Name: _____

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

Mailing Address: _____

City: _____ State: _____ Zip: _____

Email: _____ Web: _____

Please check the following information:		
<input type="radio"/> Food Vendor	<input type="radio"/> Merchandise Vendor	<input type="radio"/> Service or Nonprofit
<input type="radio"/> DOB_____	<input type="radio"/> Grade_____	<input type="radio"/> School_____
_____	_____	_____
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Electricity ? (Limited Space Available)	<input type="radio"/> YES - \$50.00 Additional Charge	<input type="radio"/> NO
<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	\$ 0.00
Electricity Fee	\$
Total Amount Due (Checks payable to Marketfest)	\$

Marketfest 2017 - Application Form (cont.)

Have you attended Marketfest in the past? YES *Years?* _____ or NO

Did you participate as a vendor in 2016? _____

Do you make your own product/s? YES or NO

What do you intend to sell, demonstrate or display?

Include descriptions, photos, menus if applicable. If you are a non-profit or service describe any activities or games you will offer. All applicants will be juried by committee. Please note any special needs or considerations.

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 my application, acceptance letter and the code of conduct. Failure to comply with any of these guidelines may result in my dismissal from Marketfest without refund.

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

Signature: _____ **Date:** _____

Parent/guardian signature: _____ **Date:** _____

Applications must be signed and include required documentation in order to be considered for Marketfest 2017. The Marketfest Board will review and accept applications beginning April 1, 2017. Applications received after May 15th will be considered if space permits.

Please send application, payment and required documentation to:

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