



WHEN			
Date/Time	Set-up		
Saturday, August 10, 2024; 9:00am – 5:00pm Saturday, August 10, 2024; 9:00am – Midnight/1am	Saturday, August 10, 2024; 7:30am – 8:30am		
VENDOR FEE			
	Platinum Sponsor	LCC Member	Non-LCC Member
Food Vendor	FREE	\$240	\$290
Retail Merchandise Vendor	FREE	\$105	\$155
Home-Based	FREE	\$40	\$55
Non-Profit Vendor	FREE	\$55	\$105

### Rules

- Location – All booths will be set up on asphalt on South or North Main Street.
- Event Manager will assign booth spaces to all vendors, NO EXCEPTIONS.
- **Standard booth size: FOOD = 10ft. x 20ft and MERCH = 10ft. x 10ft.** If a larger size is needed you must contact LCC. Additional space will be available for \$10/foot (i.e., 12x24 would incur an additional \$60 fee).
- Food Vendors are subject to all county, state, and health department requirements and guidelines. Questions: Contact David Reimann at 507-344-2727.
- ELECTRICAL: You must provide your own source of electricity.
- INSPECTION: Each FOOD vendor is responsible for ensuring their booth will pass inspection. Requirements include an electrical panel board, GFCI protected receptacle, proper lighting and heavy-duty type S.O. extension cords (12 gauge min.). MN Department of Labor & Industry’s handout covering these requirements are included for your reference. Review the handout and take the means necessary to ensure your food vending setup will meet all electrical requirements. Questions: Contact Scott Price at 507-430-3652 between 7:00am-8:30am, Monday-Friday.
- TRASH RECEPTACLES: Trash receptacles provided for the use by festival attendees may be used by vendors. The festival provides multiple 4-yard dumpsters where you may empty larger trash items.
- Booth must remain open and attended at all times during agreed upon date/hours.
- Unacceptable behavior and not following rules may result in loss of space and all fees.

### Cancellation Policy

- If you need to cancel your participation for any reason, a full refund will be provided if written and signed cancellation request is received by the Lonsdale Chamber office *at least 30 days prior to event.*
- Event is held rain or shine and will not be cancelled due to weather.
- In the event of unforeseen circumstances, a pro-rated refund will be available if all or a portion of the event is cancelled.

### Insurance

- Applicant must read, sign, and return the Release and Indemnity Agreement.
- Insurance certificates of liability are required to list the Chamber and the City as certificate holders with a minimum of \$1M liability. Following is the exact verbiage to provide to your insurance carrier:

EVENT: LONSDALE COMMUNITY DAY

EVENT DATES: AUGUST 10, 2024

LONSDALE CHAMBER OF COMMERCE AND  
102.2 MAIN STREET, PO BOX 37  
LONSDALE MN 55046

CITY OF LONSDALE  
415 CENTRAL ST W, PO BOX 357  
LONSDALE MN 55046

**Taxes:** Applicant must collect sales tax, fill-out and return the ST-19 form.

**Health Department:** Food Vendors must have and provide a copy of Special Event Food License.

