

SPRING & FALL APPLICATION 2021-2022

Sioux Empire Arts & Crafts Shows



OFFICE USE ONLY: App. # _____

Date App Received: _____

CK# _____ Ret CK# _____

ACT Org Sheet Photos Conf

Applicants' Name: _____

Business Name: _____ Sales Tax # _____

Address: _____

Cell #: _____ Alt Cell #: _____

Email: _____ Alt Email: _____

Website/Facebook/Etsy: _____

Description & Percentages of Items you make and will be selling & **percentage** of each in total of your booth items. Items not disclosed will not be permitted for sale in your booth at the events: _____

City & Dates of shows	Booth/Table Options Please check one	Need Electric?	Corner Space	8' Tables for booth	Totals For each
Spring Show Sioux Falls, SD March 18-19, 2022 Fri 12-8pm Sat 9am-5pm <input type="checkbox"/> I'm Already registered for Sioux Falls! <input type="checkbox"/> I'm Not interested in this show. Why?	<input type="checkbox"/> Single 10x10' \$250	YES <input type="checkbox"/> + \$25.00	YES <input type="checkbox"/> + \$40.00	for Booths Only YES <input type="checkbox"/> +\$9.00 each Qty: _____ Total: _____	<input type="checkbox"/> Same Space as last show Booth/Table: _____ Electric: _____ Corner: _____ Extra 8' tables: _____ Facebook: _____ Trailer Tag: _____ Payment Plan Fee: _____ TOTAL: \$ _____
	<input type="checkbox"/> 1.5 10x15' \$375				
	<input type="checkbox"/> Double 10x20' \$450				
	<input type="checkbox"/> 2.5 10x25' \$550				
	<input type="checkbox"/> Triple 10x30' \$650				
	<input type="checkbox"/> Quad 10x40' \$900				
	<input type="checkbox"/> 1 single 8' table \$115	NO <input type="checkbox"/>	NO <input type="checkbox"/>	NO <input type="checkbox"/>	NO <input type="checkbox"/>
	<input type="checkbox"/> 2 tables \$215				
	<input type="checkbox"/> Facebook/Social post \$10				
	<input type="checkbox"/> Trailer Parking Tag \$25				
Fall Holiday Show Sioux Falls, SD November 12-13, 2021 Fri 12-8pm Sat 9am-5pm <input type="checkbox"/> I'm Already registered for Sioux Falls! I'm Not interested in this show. Why?	<input type="checkbox"/> Single 10x10 \$300	YES <input type="checkbox"/> + \$25.00	YES <input type="checkbox"/> + \$40.00	For Booths Only YES <input type="checkbox"/> +\$9.00 each Qty: _____ Total: _____	<input type="checkbox"/> Same Space as last year Booth/Table: _____ Electric: _____ Corner: _____ Extra 8' tables: _____ Facebook: _____ Trailer Tag: _____ Payment Plan Fee: _____ TOTAL: \$ _____
	<input type="checkbox"/> 1.5 10x15 \$425				
	<input type="checkbox"/> Double 10x20 \$525				
	<input type="checkbox"/> 2.5 10x25' \$650				
	<input type="checkbox"/> Triple 10x30' \$750				
	<input type="checkbox"/> Quad 10x40' \$1000				
	<input type="checkbox"/> 1 single 8' table \$130	NO <input type="checkbox"/>	NO <input type="checkbox"/>	NO <input type="checkbox"/>	NO <input type="checkbox"/>
	<input type="checkbox"/> 2 8' tables \$235				
	<input type="checkbox"/> Facebook/Social post \$10				
	<input type="checkbox"/> Trailer Parking Tag \$25				

Special Requests: These are considered but not guaranteed.

Grand Total Due: \$ _____

*** **PAYMENT PLANS** are available upon request. An additional 5% processing fees will be charged for Payment Plans, and payments may not exceed a few months past application date. Credit Cards are accepted please see page 2.

SEAC Show (605) 332-6000 * info@blackincevents.com



Liability Waiver & Release Form



(Must be returned with application form)

- Asked to Leave:** We reserve the right to turn down an exhibitor or ask an exhibitor to leave the show for any reason, and to remove any item(s) that do not meet show standards, or that were not disclosed on the application. ONLY hand-crafted items are permitted. BUY/RESELL WILL NOT BE TOLERATED IN ANY CAPACITY!
 - Setup:** Exhibitors are not allowed to setup beyond designated times and will not be permitted to setup once the show begins. Exhibitors that show up late without prior arrangements with us forfeit their space and are not eligible for a refund. In addition, exhibitors must stay within the boundaries of their booth space with all objects and persons.
 - Parking & FINES:** There is designated exhibitor parking which will be communicated clearly at check in. Those choosing not to adhere to our parking rules will have their \$75 Early Exit Check cashed as a parking fine and may not be allowed to return to future shows. Special trailer parking is available for those unloading during the show.
 - Juried Show & Photos:** I understand this is a juried show, meaning all items must be made exclusively by me the exhibitor(s). No mass-produced or imported work will be permitted. Absolutely NO buy/resell is allowed. All exhibitors must provide photographs of their work with their application to be accepted.
- I'm a returning exhibitor last setup _____ please use my previously submitted photos
- Insurance:** It is hereby agreed and understood that all exhibitors will carry necessary insurance covering all property displayed, used and possessed by the exhibitor at Black Inc events and in any areas of facilities we lease during the Black Inc. Shows during the 2021 season and hereby exonerates Black Events & Advertising Inc., venues, sponsors, workers or helpers from any injuries, damages or losses while setting up, attending, while in transit to and from or anytime during the events. If Exhibitors choose to not carry insurance Black Inc. is not responsible. Exhibitor(s) shall agree to defend, indemnify, and hold harmless Black Events & Advertising Inc. and all facilities and the (city/state/county) of each events from liability and claim for damages because of bodily injury, death, property damage, sickness, disease or less any expense arising from exhibitors participation under this agreement to exhibit at any event produced by Black Events & Advertising Inc.
 - Early Exit Fee:** If the exhibitor chooses to Start Packing or Leaves earlier than the scheduled closing time for the show, then that exhibitor's early exit retainer check for \$75 will be cashed, or the credit card or bank used to pay for the show booth will be charged the \$75.00. **Parking Violators will also lose their \$75 check and it will be cashed!**
 - CANCELLATIONS & REFUNDS:** Once you have applied and been accepted to an event, your payment will be deposited and there are no refunds if you cancel. We understand there are life situations that arise but we cannot be held accountable for everyone's circumstances. In the event of bad weather, an act of God or any unforeseen event that could cause a postponement, rescheduling or cancellation of the show, does not entitle any exhibitor to a refund. Exhibitors unable to setup during a rescheduled date forfeits their booth rent. Our general policy is that the show will go on rain, snow, or shine.
 - Electricity:** Electricity must be purchased, and you must provide your own heavy-duty extension cord for hookup. Because electricity is limited, we recommend you bring a 100' cord to be sure you can reach a hookup.
 - Disclosure of Items:** We reserve the right to limit the number of items. Therefore, we ask for disclosure of items and approximate percentages of each item you intend to bring to the show. If you bring items not disclosed on your application, you may be prohibited from exhibiting those items.
 - Social Media:** You are prohibited from starting your own Event Page for the show. This causes confusion and limits our ability to control information to the public. Please simply like and share the official SEAC Event page.
 - I have included payment confirming this contract or hereby Authorize payment for my spaces on my credit card provided here:**

CREDIT CARD PAYMENTS:			
Exp. Date:	_____	Sec. Code:	_____
		Zip Code:	_____
CC # :	_____	Total \$ _____	+4% \$ _____
		TOTAL \$ _____	
<input type="checkbox"/> OK to charge full amount		<input type="checkbox"/> Payments please (can do up to 4 payments)	
Dates & Amounts for Payments: _____			
Signature: _____		Name on Card (Print): _____	

By signing this form, the applicant acknowledges having received and has fully read the application and agrees to abide by all rules and regulations pertaining to this event. **QUESTIONS CALL: (605) 332-6000 or info@blackincevents.com**

Name: _____

Signature: _____ Date: _____



ENTRY QUALIFICATIONS & VENDOR CHECKLIST TO APPLY

JURIED: All items must be handmade exclusively by the exhibitor(s). No mass-produced or imported work will be permitted. NO buy/resell! We will be strict with this! Applications will be judged on quality and uniqueness of their items, date of application, booth size requested, and availability in each category. Returning vendors are granted first acceptance. **Buy/Resell: This means anything you buy and mark to resell in which you have not made any crafty, or artistic changes! We must protect the integrity of our show. Anyone who is caught in breach of the contract by selling items that are not theirs may be asked to leave our show immediately. Booth fees will not be refunded!** For example, purchasing items such as oven mitts/spatulas and putting them together in a gift with a bow around the items is NOT a craft. If you purchase oven mitts and embroider on them, that is permissible!

PHOTOS/SOCIAL: If your photos are not received when applications arrive, those applications end up in the garbage. We do not have time to chase after required application items. All exhibitors must provide photographs of their items listed on their application. Photos are best in digital form, meaning emailed. You can email your photos to info@blackincevents.com. ELECTRONIC submission for photos is preferred because we may use your photos on our social media posts, billboards, and in print marketing ads, so send your best images! You may choose to have your photos featured for \$10.00 on our Facebook and other social media platforms. We will email you for your posting details.

SPECIAL TRAILER PARKING TAG: Vendors who need access to their trailers throughout the show may purchase guaranteed close trailer parking access. These spaces will be marked you will be provided a parking tag. Or you can park in other designated vendor parking.

SHOW HOURS: All SEAC Shows have the same hours. Friday 12noon-8pm and Saturday 9am-5pm

SET-UP: All SEAC shows have the same setup times. Thursday 12noon-8pm and Friday 8am-12noon. You must be setup and ready to go before the start of the show on Friday. Late arrivals may not be allowed to setup while the show is in progress. Any changes to check in and setup hours & details will be provided on your show confirmation letters sent out upon acceptance and as we get closer to the show dates, so please read those when you see them in your email! Your booth location will not be available until you arrive at the event.

SHARING: Two vendors may share one single 10x10 booth. No other sizes may be shared. Everyone in the booth must complete the application process and sign the waiver form.

SALES TAX: All vendors & food trucks must collect and report their own sales taxes. If you do not have a State Sales Tax ID #, a Special Event Tax Form will be provided for you. Sales tax is 6%.

EARLY EXIT Retainers Checks: Your check of \$75 will be cashed if you choose to START Packing or LEAVE earlier than the scheduled show closing. We will announce when it is safe to pack Sat Evening.

NON-SUFFICIENT FUNDS: Any non-sufficient fund payments (check/credit/debit) will incur a \$30 fee.

CANCELLATIONS & REFUNDS: Please note that once you apply and have been accepted there is no refund for any vendor who cancels for any reason.

THIS PAGE IS FOR YOU TO KEEP!

It is designed to make sure you have everything you need to apply for the events.

BEFORE YOU MAIL YOUR APPLICATION: Please make sure you have completed these items. If you do not, your application cannot be accepted. Delays in processing could prevent you from getting a space when there are few left.

- I've emailed photos to: info@blackincevents.com. Any application received without photos will not be processed. You may also text them to (605) 321-1130 please include your name and show you are applying too.
- I have included my separate \$75 early exit check dated for the weekend of my event. One is required for each show.
- I have included my full booth rent check or separate post-dated checks for the total due or I provided my credit card info to charge. 25% is required down at the time of application. Additional payments may be made over the course of the next several months and I have discussed that with the event team.
- I have read and signed my application waiver on page 2.
- I have liked the Facebook page so that I can participate in marketing and posting of images. I understand that I may post to the business page and events setup by the event company
- If I would like to have close trailer parking access, I have marked that on the application and included the \$25 parking tag fee.

MAKE & MAIL PAYMENTS TO:

Black Events & Advertising Inc.
3313 S Western Ave.
Sioux Falls, SD 57105

Any Questions can be directed to:

(605) 332-6000
info@blackincevents.com
www.BlackIncEvents.com