



Exhibit Space Application

Crookston Fall Show
October 16th & 17th, 2020
Juried Show

Booth #'s

Official Use Only-Leave Blank

Check #: _____ Date: _____
Amount Pd: _____
Amount Due: _____
Note: _____

Cut here ✂

NAME: _____ DATE: _____
BUSINESS NAME: _____ MN SALES TAX #: _____
ADDRESS: _____ CONTACT: _____
CITY: _____ STATE: _____ ZIP: _____
PHONE: (Number we can reach you at **BEFORE and DURING** the show if needed) _____
WEBSITE ADDRESS: _____
EMAIL ADDRESS: (for show information, will not share) _____
YOUR CRAFT/ART: (All items must be made by you. No buy/sell, import/commercial or Direct Sales merchandise allowed) _____

REQUIRED We are required to have **Form ST-19 MN**, an Operator Certification by the MN Dept. of Revenue on file for every vendor before the start of the show. The form is available at www.revenue.state.mn.us. **Submit the form with the application.**

FOOD VENDORS It is the vendors responsibility to make sure you know and follow the Rules and Regulations on selling consumable products in MN. A Cottage Food Producer Registration Form **is required**. Visit www.mda.state.mn.us for information.

****Links to Form ST-19 MN and the Cottage Food Producer Registration Form are also available on our website, www.thebigone.biz**

<u>Qty</u>	<u>Size</u>	<u>Location</u>	<u>Building</u>	<u>Price</u>
_____	10' W x 9' D Booth	Wall Background	Crookston Sports Center	\$130.00 per booth
_____	10' W x 10' D Booth	Wall Background	Crookston Sports Center	\$150.00 per booth
_____	10' W x 9' D Booth	Floor Aisle	Crookston Sports Center	\$120.00 per booth

Options:

Electricity **\$10 EXTRA** before October 1st.
\$15 EXTRA after October 1st. Up to a 50' extension cord may be needed.

Tables (6') **\$20 EACH**. How many? _____
****Limited quantity available**** If all tables are allocated when your application is processed, a note will be included in your Confirmation Notice and a refund will be given at the show. 1 per booth max.

Total Booth Rental Cost \$ _____

Payment Information

Make Check(s) payable in US funds to:

The Big One Art & Craft Fair

A non-refundable 3% fee will be added for Credit Card payments.

Card will be charged upon acceptance into the show.

Name on the card: _____

Card #: _____

Exp. Date: _____ Security Code: _____

Billing Zip Code: _____

Signature: _____

Check here for permission to charge the card if submitting online.

SHOW HOURS

Friday, October 16th – 10 AM – 8 PM

Saturday, October 17th – 9 AM – 5 PM

MOVE-IN/SET UP DATES & TIMES

Thursday, October 15th – 1PM – 9PM Friday,

October 16th – 7 AM – 9:45 AM

RULES AND REGULATIONS

REGISTRATION:

Applications are accepted after current year show. All previous year vendors will be guaranteed entrance within their category if an application and payment are **RECEIVED by June 1st**. After **June 1st** booth allocation is on a first come first serve basis. New applicants will not know booth allocation or show acceptance until **after June 30th**. Upon acceptance into the show and full payment made, a Confirmation letter will be sent to you with your booth assignment and show guidelines. Booth assignment may be subject to change before the show.

PAYMENT:

Full payment and #10 SASE (Self Addressed Stamped Envelope) is required with application. **No refunds on booth space cancelled 60 days prior to the show.** No exhibitor will be allocated booth space or allowed to move in until payment has been made in full.

EXHIBIT CONTENT AND MANNER OF USE:

ALL CRAFTS MUST BE HAND MADE. New exhibitors or exhibitors that change product(s) must supply pictures that prove all products are hand made. **THE BIG ONE** reserves the right to make decisions relative to the show content and reserves the right to reject exhibits which it deems unsuitable to the show or for any reason we see fit.

SALES TAX:

Exhibitors are responsible for collection of Minnesota State Sales Tax of 7.125% (6.825% State & .25% Polk County Special Tax) on all sales made during **THE BIG ONE**. You are responsible for collection and mailing of the sales tax to the MN Department of Revenue. Visit <http://www.revenue.state.mn.us/businesses/sut/Pages/File-and-Pay.aspx> for further information.

Mail application, pictures showing your work, payment and a #10 Self Addressed Stamped Envelope to:

THE BIG ONE PO BOX 1276 Minot, ND 58702

Stacy & Lisa Frank
(701) 837-6059
(701) 839-0874 Fax

www.thebigone.biz
info@thebigone.biz

RULES AND REGULATIONS

LIABILITY

Neither **THE BIG ONE**, its owners and employees, the Crookston Sports Center, City of Crookston, nor their representatives, employees or agents, shall be responsible for any injury, loss or damage that may occur to the Exhibitor or Exhibitor's employees or property from any cause whatsoever, including, but not limited to claims based in contract, negligence, strict liability, or other sort. In no event shall the above mentioned be liable for any incidental or consequential damages. "FORCE MAJEURE - THE BIG ONE, its owners and employees, the Crookston Sports Center, City of Crookston, nor their representatives, employees or agents, shall not be liable for failure to perform its obligations hereunder due to strikes, riots, acts of God, or any other act, circumstances, occurrence or cause beyond their control."

INDEMNIFICATION

In consideration of the mutual covenants contained herein, Exhibitor hereby agrees and shall indemnify and save harmless **THE BIG ONE**, its owners and employees, the Crookston Sports Center, the City of Crookston, nor their representatives, employees or agents, against any and all suits, claims, actions, losses, costs, penalties, and damages, of whatsoever kind and nature, including attorney fees, arising out of, in connections with, or incident to the Exhibitors participation in **THE BIG ONE**.

CARE OF THE BUILDING

Exhibitors, or their agent, must not injure or deface the walls or floors of the building and adjacent areas, including outside surfaces. If such damage appears, the Exhibitor is liable to the Crookston Sports Center for the property damaged. Adhesive-backed stickers or material of any kind or nature are expressly prohibited. Exhibitor assumes total responsibility and liability for any and all damage due, related or pertaining to, or caused by loading and unloading of equipment or any exhibit materials to be utilized by the Exhibitor.

FIRE & SAFETY RULES & REGULATIONS:

All rules and regulations relative to public buildings are prescribed by the City of Crookston Fire Department and must be adhered to.

AMENDMENTS:

These rules, regulations and conditions have been drawn for the purpose and intention of providing a well balanced, well regulated, attractive and successful show. The management shall have full power to interpret the rules and regulations or make such and any and all amendments of the foregoing rules, regulations and conditions which shall bind the Exhibitors. **NO EXCLUSIVE OR VERBAL CONTRACTS** will be recognized without written approval of owners.

THE BIG ONE®

www.thebigone.biz

2020 Show Dates

Minot's Spring Art & Craft Fair

ND State Fair Center
April 17th & 18th, 2020

Crookston's Fall Art & Craft Fair

Crookston Sports Center
October 16th & 17th, 2020

Fargo's Fall Art & Craft Fair

FARGODOME October
30th & 31st, 2020

Minot's Christmas Art & Craft Fair

ND State Fair Center
November 6th & 7th, 2020

Bismarck's Christmas Art & Craft Fair

Bismarck Event Center
November 20th & 21st, 2020

THE BIG ONE®

4th Annual Crookston's Fall Art & Craft Fair



www.thebigone.biz

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Crookston Sports Center
Crookston, MN**