



# 2017 Marketfest Biz Kidz Vendor Application

Greetings, As Marketfest celebrates its 27<sup>th</sup> 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 the July 6, 2017 evening.

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 5:45 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<sup>th</sup> 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](http://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](mailto:info@marketfest.org)

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#### 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

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**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 1<sup>st</sup> 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](http://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**

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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.

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**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).

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

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### 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.
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



Office use only:

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:

☐ Food Vendor ☐ Merchandise Vendor ☐ Service or Nonprofit

☐ DOB \_\_\_\_\_ ☐ Grade \_\_\_\_\_ ☐ School \_\_\_\_\_

☐ ☐ ☐

**Electricity ? (Limited Space Available)** ☐ YES - \$50.00 Additional Charge ☐ NO

*Note - Electricity for each booth is limited. If you have concern on the amount needed please contact us directly.*

## Total Amount Due

Vendor Booth Fee	\$ 0.00
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Electricity Fee	\$
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<b>Total Amount Due</b> (Checks payable to Marketfest)	\$
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# 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.

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## 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