

BUSINESS VENDOR

Afton Art in the Park 2017

Business Fair vendors have a great opportunity to give their business more exposure, sell products and expand their customer base. Business Fair acceptance will be based on:
*number of similar applicants to minimize duplication, *proper fit for this event, *products that do not compete with sponsors or artists.

**ALL BUSINESS VENDORS WILL BE PLACED IN THE BUSINESS EXPO AREA
LOCATED ALONG ST. CROIX TRAIL ON THE BOULEVARDS.**

Application Deadline:	SEPT. 1st, 2017 \$20 late fee assessed for applications after Sept. 1st.
Background:	The 39th Annual Afton Art in the Park will be celebrated in the historic village of Afton, MN, which is located along the scenic St. Croix River. This event will feature over 90 vendors of fine art and traditional craft. There will be live music, great food and a small business fair. Sponsored by Afton Area Business Association.
Date & Hours:	• SET UP: FRI, Sept. 22 (3pm to 6pm) • EVENT HOURS: SAT, Sept. 23 (10am to 5pm) • EVENT HOURS: SUN, Sept. 24 (11am to 4pm) • NO TEAR DOWN UNTIL SUN. 4:00pm
Entry Fee:	\$155 Business Vendor (10'x10') \$280 Business Vendor w/ double space (10'x20') ALL VENDOR FEE's are NON REFUNDABLE unless application is denied.
Payment Options AND Registration:	REGISTER & PAY VENDOR FEE via <u>PAY PAL</u> 1) Select “Register Now” Button on Vendor Invite Page 2) Fill Out Application/Registration Form 3) Select “PayPal” as Payment method You will be taken to Pay Pal site to complete Vendor payment. You should receive an email confirmation that payment has been made. Your Vendor Application will be automatically submitted after payment is complete. Payments after Sept. 1st MUST be via PAYPAL OR REGISTER & PAY VENDOR FEE via <u>CHECK</u> 1) Select “Register Now” Button on Vendor Invite page 2) Fill Out Application/Registration Form 3) Select “Check” as Payment method 4) Select “Register” at end and Send Payment to AABA *Check option not available after Sept. 1st. (must use PayPal) <u>Afton Area Business Association ADDRESS:</u> AABA / Afton Art in the Park P.O. Box 102 Afton, MN. 55001

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Advertising:	Event heavily promoted in local newspapers, direct mailings, email list serves, flyers, media press releases, social media and radio.
Notification Of Participation:	AABA CANNOT GUARANTEE VENDOR PARTICIPATION OR ASSIGN VENDOR BOOTH UNTIL PAYMENT IS RECEIVED. Applicants selected to participate in Afton Art in the Park will receive an email <u>Acceptance Confirmation</u>. If you do not have an email address, you will be called by phone. Applicants who are NOT selected will receive an email or phone call as soon as possible and the vendor fee will be refunded.
Booths:	Spaces are pre-assigned 10 x 10. Each vendor must provide their own display materials, canopy/tent, table & chairs. Additional booth space is available for an added fee. Requests for placement are considered, not guaranteed. Business booths will be located along the boulevard.
Taxes:	Each vendor must handle sales and collect sales tax as applicable. All participants must provide a completed copy of the Minnesota Department of Revenue, regardless if you are required to pay taxes or not. This form can be found at: http://www.revenue.state.mn.us/Forms_and_Instructions/st19.pdf
Electrical:	Business Expo booths do not include electricity.
Insurance:	All vendors that hold a Certificate of Liability Insurance should send a copy along with their application. <u>If you do not have Liability Insurance, your signature on the application/waiver will be accepted in lieu of a policy.</u>
Photos:	Please include 1-2 clear photos of your items for sale OR provide us with your website. Photos will be returned if an SASE is provided.
Damages:	Neither the Afton Area Business Association (AABA) nor any representative of the AABA shall be held responsible for any loss of or damage to equipment during the event. This includes damage incurred due to inclement weather.
Security:	Overnight security provided: FRI, Sept. 22 (11pm - 7am) & SAT Sept. 23 (11pm - 7am) AABA and Security Contractors are not responsible for lost or stolen goods.
Parking:	NO Vendor Parking permitted on St. Croix Trail or side streets of Park on SAT or SUN. We need to leave accessible parking for guests. Vehicles left on the grounds after 10:00am on show days will be towed. Vendor Parking is available at Afton City Hall which is within walking distance, just north four blocks. Golf cart shuttle service will be available before, after and during the show hours.