

18th Annual Afton May Fair

Arts, Crafts, Music and Food

May 22 and 23, 2010

Saturday 10am to 5pm

Sunday 11am to 4pm

Important Artist and Vendor Information

Background: Sponsored by the Afton Area Business Association (AABA), the Afton May Fair is held in Historic Downtown Afton on the Scenic St. Croix River. Celebrating its 18th year, the Afton May Fair combines tradition with new events and attractions.

Advertising: Afton May Fair activities will be heavily promoted in local newspapers, direct mailings, email list serves, flyers and media alert/press release. An effort will be made to encourage attendance from art galleries and dealers looking to enhance their spaces with new art from local artists.

Times: Friday, May 21 early set up- 3 pm to 6:30 p.m.

Saturday, May 22 show hours- 10:00 a.m. to 5:00 p.m.

Sunday, May 23 show hours- 11:00 a.m. to 4:00 p.m.

Parking: There is NO Parking of vendor vehicles on the Afton Main Street, Saturday or Sunday. Vehicles left on the grounds after 9:00 a.m. on show days will be towed. Vendor Parking is available at Afton City Hall, north two blocks away. A parking voucher will be given to you for parking your vehicle at City Hall.

Shuttle: Shuttle service to and from Vendor Parking lot will be available Saturday 9am to 10am and again from 5 to 6pm Sunday 10am to 11am and again from 4 to 5pm

Entry Fee: \$125. Payable to AABA (Afton Area Business Association)

Deadline: March 31, 2010

Food Items: All food items must be approved by the AABA. Food vendor applicants will be selected on a first come, first served basis, based on the type of food, as not to have conflicting food options.

Food Vendor Fee \$175.00

Artists: While this is not a juried art show, the coordinators will give consideration to ensure a variety of artists and limit the number of artists with similar products.

Space: Spaces are pre-assigned and are approximately 10'x10'. Additional space for accepted food vendors may be accommodated. No electrical access provided. Each participant must provide his/her own display materials, canopy or tent, table and chairs. Requests for placement will be considered, but cannot be guaranteed.

Sales Tax: Each artist or vendor must handle sales and collect sales tax as applicable. **All participants must provide a completed copy of the Minnesota Department of Revenue, Operator Certificate of Compliance, regardless whether you are required to pay taxes or not.** Form can be found at: <http://www.taxes.state.mn.us/forms/st19.pdf>

Sanitation: Each food vendor must bring at least 1 large trash container for their stand and keep their area clean. Please bring your own garbage bags. Water is available but we are not able to offer direct access to each vendor.

Security: No security will be provided, however local law enforcement will be aware and intermittently patrolling the area.

Insurance: If you do not have insurance, signature on the application/waiver below will be accepted.

If you hold a Certificate of Liability Insurance please send with your application.

Damages: Neither the Afton Area Business Association (AABA) nor any representative of the AABA shall be held responsible for any damage or loss to equipment incurred including inclement weather.

Permits: Each food concession must be current with appropriate health permits, please provide a copy of current Health

Permit prior to the event. Each concession must comply with the electrical standards as identified by the State of Minnesota and Washington County. State law requires annual electrical inspection prior to your first event of the season.

Photos: Please include a clear photo of your items for sale, food service trailer and/or booth. **No more than 2 photos please.** Photos will be returned if a SASE is provided.

Address: Afton Area Business Association (AABA) Attn: May Fair

P.O. Box 102

Afton, MN 55001

For more information or if you have questions, please call Marj at [\(651\) 235-3213](tel:6512353213)

Or E-mail: sailawaycafe@gmail.com

Notification: All entries will be reviewed AFTER the deadline.

Applications missing required documentation will not be considered. (Please use checklist on the application to ensure a completed application). Applicants selected to participate in May Fair will receive a confirmation which will be emailed or mailed upon acceptance of application. Applicants who are NOT selected will receive a phone call or email.

MAY FAIR ARTIST AND VENDOR APPLICATION FORM

Fill out the short form below and mail with your \$125 Artist or \$175.00 Food Vendors check made out to:
AABA – Attn: May Fair
P.O. Box 102
Afton, MN 55001

For additional artist or vendor registration forms visit www.aftonmnarea.com

Or call [Marj 651-235-3213](tel:651-235-3213) or E-mail: sailawaycafe@gmail.com

Name: _____

Business Name if applicable _____

Mailing Address: _____

Phone: _____ Email: _____

Website: _____

Description of what you will be selling or promoting at your

booth: _____

CHECKLIST:

- APPLICATION FORM COMPLETE
- COMPLETED AND SIGNED OPERATOR CERTIFICATE OF COMPLIANCE FORM (ST19)
- PHOTO(S) INCLUDED (No more than 2 photos please)
- SELF ADDRESSED STAMPED ENVELOPE IF YOU WISH PHOTOS RETURNED
- PAYMENT INCLUDED
- SIGNATURE ON APPLICATION/WAIVER BELOW (and if carried, a CERTIFICATE OF INSURANCE)

The undersigned does hereby discharge, release and hold harmless, the Afton Area Business Association and its related Afton May Fair Committee (including the City of Afton, property owners, business owners and other associations) and all co-sponsors from any and all manner of action, suits, damages or claims whatsoever arising from any loss or damages or claims, to the person or property of the undersigned while in possession or under the supervision of the sponsors during the Afton May Fair, and hereby consents to enforcement of all rules of this event. There are no rain dates. There will be no refunds on vendor

cancellation. If accepted, the Afton May Fair committee has my permission to publish photographs or video taken of me, my booth and my work during the May Fair for purposes related to the promotion of the May Fair past or future. MANAGEMENT HAS THE RIGHT TO DISQUALIFY ANY VENDOR CAUSING ANY PROBLEMS TO FELLOW VENDORS OR MANAGEMENT. Failure to comply with these rules and regulations may result in expulsion from any and/or all future events. Management reserves the right to make final interpretation of all rules.

Signature Date