



2022
Arts & Crafts Fair
Hastings, MN

2022 VENDOR INFORMATION
Commercial & Non-Profit Exhibitors

Plans for the 2022 Rivertown Days are underway, and we invite you to participate! Rivertown Days started over 40 years ago when a group of business owners collaborated with a goal to bring the community together and attract visitors for one epic weekend out of the year. The event has grown every year since, but the mission to bring our community together remains the same!

EVENT DETAILS

Show Dates & Times:

Saturday, July 16 from 9am - 5pm
Sunday, July 17 from 9am - 4pm

Location:

Jaycee Park
420 Lock & Dam Road | Hastings, MN 55033

Set-Up:

Friday, July 15 from 12:00pm – 5pm or
Saturday, July 16 from 7am – 8:30am

Teardown:

Sunday, 4-6pm

Fee:

Includes 10'x10' space.

\$165 Chamber Members
Non-Profit Organizations
Direct Sales Companies

\$375 Non-Members

Entry Deadline:

Wednesday, June 1, 2022, or when full; whichever is first

Weather:

This is a RAIN OR SHINE event. Plan for hot or inclement weather. NO REFUNDS.

- Applications are subject to approval - no guarantees.
- We reserve the right to jury the day of the show. All applicants MUST have their booths open ALL DAY in the park both Saturday and Sunday. Failure to comply with this will result in not being accepted to future Rivertown Days craft shows.
- Space pre-assigned upon receipt of application and payment. No guarantee of location, shade, etc. will be made. We are not responsible for any damage or theft to your personal property.
- Booths must be staffed at all times during the posted hours.
- All confirmations and booth assignments will be sent **VIA EMAIL** in early June.
- Once accepted, no refunds – no exceptions.
- All NSF checks will be charged \$25.
- The fee covers a 10' X 10' space. Vendors are required to supply their own tent, tent stakes/weights, table(s), chair(s) and any other materials required.
- All Tents need to be weighted, staked down or taken down in the evening.
- No vehicles will be allowed on the grass and vendors must park in vendor parking only. Parking permit will be provided.
- If you fail to completely fill out the application and the Certificate of Compliance (ST19), *required by the MN Department of Revenue* your application will be returned.
- We will keep all vendors up to date regarding the Pandemic Safety Plan.
- The Rivertown Days Planning Committee reserves the right to limit the number/nature of vendors.
- Rivertown Days is a family and community event. Inappropriate behavior, business practices or communicating messages that could be considered offensive will not be tolerated. If a vendor is asked to leave, their fee will be forfeited.
- Vendors may not sell or bring onto festival grounds any explosives, fireworks, or alcoholic beverages.



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Requirements

All vendors must:

- Have a valid Minnesota Tax ID number
- Complete a Minnesota Form ST-19, regardless of if they are selling goods or services
- Certificate of Liability Insurance (COI) form for anyone selling FOOD or FOOD RELATED PRODUCTS
- Supply their own equipment, including tents, weights, tables, chairs, safety rope, cleaning materials, etc. You may use a quiet personal generator; if it becomes too noisy for neighboring vendors, you will be asked to limit its use.

Next Steps

- Complete and submit the vendor application
- Submit payment
- Await further detail, ***which will be sent by email in June***; any changes in the details included on this form will be outlined in that communication

Legal

Indemnity:

To the extent permitted by law, all vendors agree to protect, indemnify, defend and hold harmless, the Hastings Rivertown Days, its Planning Committee and members/volunteers; and the Hastings Area Chamber of Commerce & Tourism Bureau; and the City of Hastings and its elected officials, employees, agents and volunteers against all claims, losses, damages to persons or property and cost (including attorney's fees) arising out of or connected with the event, including but not limited to, the installation, removal, maintenance, occupancy or use of park premises or a part thereof, except those claims arising out of the sole negligence or willful misconduct of the festival Volunteers.

Warranties:

While the Committee of Rivertown Days will make every effort to produce a successful festival, they cannot warrant the level of attendance, weather conditions, sales, or any circumstances beyond their control.

Contact Information

Jessica L. Dodge, Hastings Area Chamber of Commerce & Tourism Bureau
jessica@hastingsmn.org | 651.437.6775



2022 Arts & Crafts Fair Hastings, MN

Business Name: _____

Contact Name: _____

Email: _____ Phone: _____

Address: _____

City: _____ State: _____ Zip: _____

_____ I am new to this event _____ Please update my information

Special Requests: _____

PLEASE NOTE: Specific locations (i.e., shade) are NOT guaranteed

Type of Products: _____

\$165 _____ \$375 _____ + \$15 City permit fee = Amt Enclosed: _____

~ CHECK ONE ~

_____ Check enclosed made payable to Rivertown Days

_____ Visa/Mastercard 3% processing fee applies

Credit card #: _____ Exp. Date: _____ CVV Code: _____

Checklist & Enclosures

_____ Payment in full is enclosed

_____ Completed application is enclosed

_____ Completed Certificate of Compliance (ST19) is enclosed and COI if applicable

_____ I acknowledge that it is my sole responsibility to provide my own tents, weights, lights, tables, trailers, dolly, extension cords, power strips, power adapters, chairs, safety rope, cleaning materials, vendor products, etc.

_____ I will clean up my space upon departure

_____ I acknowledge this is a two-day rain or shine festival and that weather related refunds will not be issued

_____ I will staff my booth to cover all required vendor hours

_____ I understand that I will not be allowed to drive on the festival grounds except during designated times

I, hereby, indemnify Hastings Rivertown Days and the Hastings Area Chamber of Commerce; and I accept the Terms & Requirements attached to this application regarding participation in the event.

Signature _____

Date _____