



Minnesota Garlic Festival
Vendors and Exhibitors Application
2008
Sustainable Farming Association of MN

General Information

Minnesota Garlic Festival is sponsored and operated by the Crow River Chapter of Sustainable Farming Association of MN.

Festival Location: Wright County Fairgrounds, Howard Lake, MN

2008 Date: Saturday, August 16, 2008

Festival Times: 10:00 a.m. - 7:00 p.m. RAIN OR SHINE

VENDOR COORDINATOR: Dennis Ingle: Phone: 320-583-7987

Email: inglefam@hutchtel.net

MISSION STATEMENT

“Minnesota Garlic Festival promotes state-wide garlic production and sustainable agricultural practices, enhancing consumer awareness and the vitality of rural communities through education and the arts in an entertaining and festive atmosphere.”

In keeping with this mission, we encourage vendors and exhibitors whose products and/or services are Minnesota based, and have to do with one or more of the following:

- garlic
- sustainable farming
- vital rural communities
- local healthy foods
- stewardship of the planet
- MN produced art and/or crafts
- the beauty of rural Minnesota

We also like for booths to be as “interactive” as possible.

We will give preference to vendors and exhibitors who are more in alignment with this mission.

We intentionally set admission low (\$5 adult, \$3 child), in part so that patrons would have more money to spend at the festival.

Each vendor will be promptly notified via email or phone if they have been accepted in to the festival.

Space is limited, so the earlier you apply, the better chance you will have to be accepted. The previous year’s vendors will have first preference for next year’s festival!

PLEASE RETURN YOUR APPLICATION PRIOR TO July 31, 2008. Late fees may

be assessed after this date. No Refunds after August 8th.

There are two categories of Vendors, each with their own application:

1) Prepared Food (cooked onsite)

2) Farmers Market Food & Products / Arts & Crafts / Exhibitors / Food & Beverage (not cooked onsite)

Please choose the one that applies to you and fill out that application.

Please initial each applicable paragraph and sign the application.

Please keep this sheet for future reference.

The following items are not allowed: wholesale items, knives, firearms, alcoholic beverages, sexually explicit materials, and drug paraphernalia, unapproved softdrinks.

The **MN Garlic Festival logo** and the words “MN Garlic Festival” are a registered service mark, and may be used on your products with permission only. Please contact Jerry Ford, (320) 543-3394 for information.

Booths must be open during all festival hours. All set-ups must be completed by 9:30 am and open for business at 10:00 a.m. **Absolutely no booth set up during festival hours. Tear down will be allowed only after the 7:00 p.m. closing.**

FOOD BOOTHS MUST COMPLY WITH ALL HEALTH DEPARTMENT AND MN DEPARTMENT OF AG RULES AND REGULATIONS.

OUTDOOR VENDORS/EXHIBITORS:

Please be prepared for inclement weather – wind, rain, cold, or heat. Install your exhibit so that it can stand up to the wind. We advise that you bring some means of protecting paper items, photos and other items from wet weather. It is your responsibility to secure displays and handouts. The Sustainable Farming Association is not responsible for damaged exhibits.

Vendor and exhibitor spaces will be marked by the time you arrive.

Please provide your own chairs. Exhibits may be staffed or unstaffed. We suggest bringing appropriate table covering or a dust rag to wipe the table surface. We also suggest a drop cloth, or some means of covering up boxes and other materials not in use during the event.

Please make sure that your display does not obstruct neighboring displays; please work with neighboring displays to make sure that everyone is accessible to visitors.

We will have a limited number of tables available to rent at \$10 each. Indicate if you need them on your application. **We do not rent or provide canopies.**

There is the possibility for setting up the day before the festival. Please note that we provide no security that night. If you are interested in this possibility, please contact Dennis Ingle.

Keep this page for your records

PREPARED FOODS VENDOR APPLICATION

- For Foods Cooked Onsite -

We want to encourage you to use locally produced foods and healthier selections wherever possible. We'd also like to encourage the sale of healthier beverages - fruit juices, bottled water, milk, etc. - in favor of traditional soft drinks and "juices" containing high fructose corn syrup and artificial sweeteners.

We will give preference to vendors who can do this. All beverages must be approved.

No alcoholic beverages allowed.

INITIAL_____

All food booths must be open and selling food during all festival hours. Set-ups must be completed by 9:30 a.m. and open for business at 10:00 a.m. and remain open until 7:00 p.m.

Absolutely no booth set up during festival hours.

Tear down will be allowed only after the 7:00 p.m. closing.

INITIAL_____

FOOD BOOTHS MUST COMPLY WITH ALL HEALTH DEPARTMENT RULES AND REGULATIONS, and any additional permits or licensing required by the state or county.

ALL FOOD IS TO BE SOLD AT BOOTHS ONLY. VENDORS ARE NOT ALLOWED TO SELL ELSEWHERE ON FESTIVAL GROUNDS, except by special arrangement.

INITIAL_____

ELECTRICITY - THE FESTIVAL CAN PROVIDE, IF NEEDED:

* 20amps of 110 ELECTRICITY. Please notify us if you need more electrical service.(see below)

PERMISSION MUST BE OBTAINED TO USE GENERATORS.

INITIAL_____

YOU PROVIDE:

* ELECTRICAL CORDS: **EXTENSION CORDS MUST BE COMMERCIAL GRADE**

* ATTRACTIVE BOOTH AND SIGNAGE

* TRASH RECEPTACLES

* REFRIGERATED STORAGE if needed

INITIAL_____

PLEASE RETURN BY July 31, 2008:

1. COMPLETED COPY OF THE APPLICATION

2. A CHECK FOR THE BOOTH FEE.

After July 31, late fees may apply. No refunds after August 8, 2008.

INITIAL_____

RETURN TO:

Dennis Ingle, MGF VENDOR COORDINATOR, 7616 25th St. SW, Howard Lake, MN 55349

Use of the **MN Garlic Festival Logo** or the Words "**MN Garlic Festival**" must be pre-approved by arrangement with Jerry Ford, (320) 543-3394, jerry@marienne.com

Initial_____

FOR QUESTIONS CALL Dennis Ingle at 320-275-5322

The following are not allowed: wholesale items, knives, firearms, alcoholic beverages, sexually explicit materials, and drug paraphernalia, unapproved beverages.

INITIAL_____

Cost: \$5.00 per linear foot of "store front", (12' depth maximum allowed)

All prepared food booth space is outdoors.

FARMERS MARKET VENDORS, ARTS & CRAFT VENDORS and EXHIBITORS APPLICATION

- Includes Foods not requiring onsite cooking -

Please initial each paragraph where requested to indicate that you have read and agree to the contents.

MN Garlic Festival encourages and supports Minnesota based vendors and exhibitors who fit one or more of the following and/or sell items or exhibit services that fit the theme of: garlic, sustainable farming, local foods, vital rural communities, healthy family farms, stewardship of the planet, MN produced arts/crafts and the beauty of nature.

To participate, each vendor must commit to the entire day from 10:00 a.m. to 7:00 p.m.

Absolutely no set up during Festival hours. All vendors must have their booths set up before 9:30 am Saturday, ready to open at 10:00, and have vehicles removed to the parking area.

Initial_____

Parking for vendors will be specified when you arrive..

PLEASE RETURN BY July 20, 2007:

1. COMPLETED COPY OF THE APPLICATION
2. A CHECK FOR THE BOOTH FEE.

After July 16, late fees may apply. No refunds after August 1, 2008.

INITIAL_____

RETURN TO:

Dennis Ingle, MGF VENDOR COORDINATOR, 7616 25th St. SW, Howard Lake, MN

FOR QUESTIONS CALL Dennis Ingle at 320-583-7987

Any FOOD SAMPLING must follow MDA guidelines (www.mda.state.mn.us)

INITIAL_____

The following are not allowed: wholesale items, knives, firearms, alcoholic beverages, sexually explicit materials, and drug paraphernalia.

INITIAL_____

ELECTRICITY is limited, so please be specific below. All extension cords must be commercial grade.

Initial_____

Do you need electricity? ____Yes ____No

If yes, what does it operate?_____

Arts & Crafts booths can be either:

Indoor Vendors: 8' booths @ \$25.00 ea. in the "Octagon Barn"

Variable size booths in the "Turquoise Building" @ \$4.00 per linear foot of storefront

Outdoors: \$4.00 per linear foot of storefront with 10' maximum depth.

Tables are available to rent at \$10 ea.

We encourage outdoor vendors to bring a canopy for shelter from sun and rain. The Festival does not provide canopies or chairs.

Initial_____

Use of the **MN Garlic Festival Logo** or the Words "**MN Garlic Festival**" must be pre-approved by arrangement with Jerry Ford, (320) 543-3394, jerry@marienne.com

Initial_____

NAME OF BUSINESS OR ORGANIZATION:	
CONTACT PERSON:	EMAIL ADDRESS:
MAILING ADDRESS:	
TELEPHONE NUMBERS:	
Day:	Evening:

VENDORS: DESCRIPTION OF ITEMS TO BE SOLD.

EXHIBITORS: DESCRIPTION OF YOUR ORGANIZATION & WHAT YOU WILL DISPLAY.

Booth Fees (circle one):

INDOORS:

Octagon Barn, 8' stall = \$25.00 x _____

Turquoise Building: \$4.00 per linear foot of storefront, app. 10' depth
 _____ ft. storefront x \$4.00 per linear foot (round up to the nearest foot)

= \$ _____

OUTDOORS

"Storefront" length of your booth _____ (round up to the nearest foot)

X \$4.00 per foot = \$ _____

I will need _____ tables at \$10 ea. = \$ _____

CHECK PAYABLE TO:
"SFA of MN"

Amount enclosed:

\$

RELEASE AND INDEMNITY AGREEMENT

AS A VENDOR IN THE 2008 MN GARLIC FESTIVAL, I AGREE TO HOLD THE SUSTAINABLE FARMING ASSOCIATION OF MN, IT'S BOARD OF DIRECTORS, AND THE MN GARLIC FESTIVAL ORGANIZERS, (HEREINAFTER REFERRED TO AS THE FESTIVAL); WRIGHT COUNTY AND WRIGHT COUNTY AGRICULTURAL SOCIETY (HEREINAFTER REFERRED TO AS THE COUNTY); EMPLOYEES AND/OR VOLUNTEERS: HARMLESS AND FREE FROM LIABILITY FOR INJURY TO, OR PROPERTY DAMAGE OF THE VENDOR, HIS AGENTS, EMPLOYEES OR THIRD PERSONS IN OR ON THE PREMISES OF THE MN GARLIC FESTIVAL. I ACKNOWLEDGE THE COUNTY AND FESTIVAL WILL NOT PROVIDE DAMAGE INSURANCE AT THIS EVENT, I AGREE TO PROVIDE MY OWN THEFT AND DAMAGE INSURANCE FOR PROPERTY ON DISPLAY AND EQUIPMENT IN USE. THE MN GARLIC FESTIVAL, SUSTAINABLE FARMING ASSOCIATION OF MN, AND WRIGHT COUNTY AND THEIR AGENTS AND ASSIGNEES ASSUME NO RESPONSIBILITY OR LIABILITY FOR INJURY OR DAMAGE, OR LIABILITY TO PERSONS OR PROPERTY SUSTAINED BY REASON OF PRESENCE OF THE VENDOR AT THE MN GARLIC FESTIVAL OR ANY PORTION THEREOF IN AUGUST 2008.

I HEREBY ACKNOWLEDGE THAT I HAVE READ AND AGREE TO COMPLY WITH THE ESTABLISHED RULES. I FURTHER UNDERSTAND THAT THE FESTIVAL MAY REVOKE AUTHORIZATION TO PARTICIPATE AT ANY TIME FOR VIOLATION OF THOSE RULES OR OTHER ACTIONS WHICH DO NOT CONFORM TO THE BOARD POLICY.

AUTHORIZED VENDOR SIGNATURE:

-----DATE:-----