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Nowthen, MN 55303  
612-964-5228

**2024 ARTS & CRAFTS AND FARMERS MARKET VENDOR RULES AND REGULATIONS**  
**SATURDAY, SEPTEMBER 28, 2024 – 10:00 A.M. – 5:00 P.M.**  
**NOWTHEN MEMORIAL PARK**

Greetings from the Nowthen Heritage Festival Committee and **THANK YOU** for your interest in being part of the festival.

We accept only crafters who produce their hand-made items. Enclosed/attached are the necessary application documents.

- Nowthen Heritage Festival Application
- Rules and Regulations
- Minnesota Department of Revenue Operator Certificate of Compliance Form ST19

In order for your application to be complete the following items are required.

- Completed and signed Nowthen Heritage Festival Application
- Entry fee of \$25.00 per 10' x 10' booth space
- Completed and signed Minnesota Department of Revenue Operator Certificate of Compliance Form ST19

**Rules and Regulations**

**Application Process:** A completed signed application and appropriate fee are required for admittance and indicates the vendor read and agrees to abide by the Rules and Regulations. Your application can be emailed or mailed to the address listed below. Any violation of the rules and regulations, Minnesota Sales Tax Law or material misrepresentation shall suffice to eject the vendor and deny future participation. Applications are due by September 1, 2024, and vendors will be notified of acceptance or rejection within seven days of receipt. Late entries determined on a case-by-case basis.

**Dates and Times:** Saturday, September 28, 2024, 10:00 a.m. to 5:00 p.m. during which time participants are required to be open. Failure to abide will result in ineligibility in future events. The festival is held rain or shine.

**Fees:** The entry fee is \$25.00 for each 10' x 10' reserved space. Make checks payable to Nowthen Heritage Festival.

**Refunds and Cancellations:** The application fee is refundable by request until September 9, 2024. No weather refunds.

**Hand-crafted items only:** Only items originally designed and hand-crafted by the applicant are allowed. Non-qualifying merchandise must be removed immediately.

**Exhibitor Spaces:** Spaces are approximately 10' X 10' and you agree to adjust to it. Canopies must be located entirely within your space and must be weighted and staked. Vendors are responsible for keeping their area free of clutter and cleaning the site. Spaces may not be transferred or sold to another crafter. There are no guarantees regarding preference for space locations. Selling from areas other than your registered exhibit space, hawking or soliciting passersby or sales signs are not allowed. Pets are not allowed.

**Set-Up – Break Down:** Set up begins at 8:45 a.m. and breakdown at 5:00 p.m. All vehicles must be unloaded and removed from the exhibit area before 9:45 a.m. and are not allowed back into the area until 5:00 p.m. Vendor is responsible for providing and transporting their products, tables, chairs, canopies, and backdrops. Electricity is not available. Detailed set up process information will be sent September 23, 2024. Security measures and liability are the responsibility of the vendor.

**Sales Tax:** This paragraph serves as notice to vendors of the necessity of a Minnesota Sales Tax number. All vendors must collect the appropriate Minnesota Sales Tax and maintain records regarding Sales Tax numbers. For information, contact the Minnesota Department of Revenue at 651-296-6181, or [www.taxes.state.mn.us](http://www.taxes.state.mn.us).

**Parking:** Festival volunteers will direct you to your designated area.

**Questions:** Call Connie Jones, 763-421-9582 or 612-868-9639 or email [NowthenHeritageFestival@gmail.com](mailto:NowthenHeritageFestival@gmail.com).

[www.NowthenHeritageFestival.com](http://www.NowthenHeritageFestival.com)  
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