

Vendor Application

We appreciate your support of the Oakes Community's **Annual Fall Craft & Artisan Fair** and thank you for your interest in being a vendor at this year's event.

The Oakes Active Arts Club is committed to creating an amazing experience for both vendors and shoppers at the Annual Craft & Artisan Fair, so it is a juried event. That means vendors are hand-selected to ensure booths and products fit the criteria and style of the Fall Craft & Artisan Fair.

Craft and **Artisan** Vendors will be considered those who have used raw materials to create unique artisan products or who sell items that are vintage, antique, and repurposed. If you have artwork or creations that you would like to showcase, that are not for sale at this time, please let us know! We will set up a special **exhibit area** (viewing only) for artwork that showcases your talents, range or method/medium.

Set-up dates and times will be communicated once an applicant is selected. We will also send out Welcome Packets to selected Vendors, listing local lodging, eateries, and other area information.

Our Annual Fall Craft Fair attracts over 500 guests each year to the Oakes Community. As a juried event, registration does not guarantee admission into the event. Please complete your registration as soon as possible as space is limited. **Please note, there are also no guarantees of booth location based on past registration.**

We are looking forward to this event and welcoming you to our community. The day of, we will have fresh coffee and goodies in the hospitality room for all our vendors to enjoy on the day of the fair!

REGISTRATION & PAYMENT:

- Please complete the Vendor Application Form in its entirety. All fields are required for successful completion and submission. We will be unable to review or accept your application if there are fields left empty.
- If an application is not selected, payment will be returned in full.
- An Applicant is not eligible for review or selection until payment, photos, and application form (all fields completed) is received.
- Booth assignment will be sent out approximately 2 weeks prior to the event.

Applications will but be received or postmarked by, Wednesday, October 9.

Once selected, application fee is **non-refundable**.

BOOTH CONTENT:

- As a juried event, The Oakes Active Arts Club reserves the right to make decisions relative to the show content accept applications based on alignment with the style and premise of the events.

SALES TAX:

- Exhibitors are responsible for collection of North Dakota State Sales Tax of 5% & Oakes City sales tax of 2% on all sales made during the event. You are responsible for collection and mailing of the sales tax to the ND State Tax Commissioner. Please visit www.nd.gov/tax/salesanduse for further information.

Vendor Application

Saturday, November 9, 2019 | Oakes, ND
Fall Craft & Artisan Fair | Show Hours: 9:00 a.m. – 3:00 p.m.
804 Main Ave | South Gym of Oakes High School

Office Use Only-Leave Blank

Check #: _____ Date: _____

Amount Pd: _____

Amount Due: _____

Notes: _____

Name: _____

Business (DBA) Name: _____ ND Sales Tax ID #: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Mailing Address (if different):

Contact Information:

Phone Number: _____ Mobile Number: _____

Email: _____

Website: _____

Facebook: _____

Product Information:

What category of goods will you be bringing? (Please select all that apply)

- | | |
|---|---|
| <input type="checkbox"/> Paintings/Fine Art | <input type="checkbox"/> Furniture |
| <input type="checkbox"/> Jewelry | <input type="checkbox"/> Wood |
| <input type="checkbox"/> Pottery/Ceramics | <input type="checkbox"/> Vintage or Antiques |
| <input type="checkbox"/> Apothecary | <input type="checkbox"/> Repurposed/Refurbished Goods |
| <input type="checkbox"/> Specialty Foods | <input type="checkbox"/> Salvaged Goods |
| <input type="checkbox"/> Glass | <input type="checkbox"/> Cleaning Solutions/Products |
| <input type="checkbox"/> Home Goods | <input type="checkbox"/> Clothing/Textiles |
| <input type="checkbox"/> Seasonal/Holiday | <input type="checkbox"/> Leatherwork |
| <input type="checkbox"/> Photography | <input type="checkbox"/> Other: _____ |

What will you specifically be bringing?

Attach Photos:

Show us what you've got! Please attach high-quality photos of your products that represent what you would bring to the Fall Craft & Artisan Fair. Please keep in mind; we will be jurying the selection based on these images. The images may also be used in promotion of the event.

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**Images provided may be used in marketing the event, The Oakes Active Arts Club will tag and give credit to your company on social media.*

Have you been a vendor at this event in the past?

Yes No

Booth Information

Booth spaces are approximately* 10ft x10ft. The booth space may be irregularly shaped due to the venue.

Booth Selection:

1. _____ Booth Space (10ft x 10ft)* x \$35 \$ _____

Options: *All booths include 1 chair. Tables and extra chairs are not included in the booth fee.*

2. _____ Tables requested (8ft) x \$10 \$ _____

*max of 2 per booth space

3. _____ Chairs requested x \$5 \$ _____

*max of 4 per booth space

4. **Total Amount Due (enclosed)** \$ _____

Please check all that apply? Need an electrical outlet
(please bring your own extension power cords)
 Will bring own table & chairs (cannot exceed 8ft length)
(Vendor supply own linens)

A **limited** number of Tables and Chairs are available for rent (Tables 8 ft). We will do our best to accommodate all selected Applicant requests but cannot guarantee due to limited availability and access. The best way to ensure request fulfillment is to submit your application ASAP, so it can be reviewed, and acceptance confirmed.

Please Note: An Applicant is not eligible for review or selection until payment, photos, and application form (all fields completed) is received. If an Applicant is not selected, payment will be returned in full.

Applications will NOT be accepted after the deadline, Friday, October 4.

Once selected, application fee is **non-refundable**.

Payment Information

Please make Check(s) payable to:

Oakes Active Arts Club

Questions? Contact us at:

Email: activearts@live.com

Mail application, payment and pictures showing your products to:

Oakes Active Arts Club

PO BOX 75 Oakes, ND 58474

-or-

activearts@live.com