**SVACA Marketplace Vendor Application**

Saturday, September 23rd, 2023-10:00 am-5:00 pm

Sunday, September 24th, 2023- 10:00am-4:00 pm

SVACA

P.O. Box 21

Fort Ransom, ND 58033

Email: svaca@drtel.net

Website: [svaca.org](http://www.svaca.org)

**Rules and Responsibilities**

We welcome your interest in the SVACA Marketplace scheduled for September 23 and 24, 2023, in Fort Ransom, ND. INFORMATION ABOUT OUR EVENT: PLEASE READ CAREFULLY!

1. THIS IS A JURIED SHOW. All exhibitors are asked to include PHOTOS OF THEIR WARES as well as a complete description of all items that will be sold. The jury changes every year - PHOTOS AND DESCRIPTIONS ARE NECESSARY FOR CONSIDERATION. If photos are not included, your application will be returned and may not be juried or accepted. NO DIRECT SALE VENDORS.
2. Average attendance for this show is 6,000 to 10,000 for the weekend. It is scheduled for the last full weekend of September.
3. Two complimentary wristbands will be given to each vendor for the show. (Those without wristbands will be charged the daily admission fee.) ALL FEES MUST ACCOMPANY THE APPLICATION. Incomplete applications or those without correct fees will be returned (to be completed or corrected) and may not be juried or accepted. Payment will be refunded if Jury does not approve your application.
4. Applications not received by the deadline will be placed on a waiting list to be reviewed at a later date, and will only be juried and possibly accepted if there is room available. There will also be a late charge of $50 added to the application fees.
5. If you are accepted and we are notified by JULY 15 that you cannot attend, your space fee will be refunded. From July 15 to September 1, half of the space fee will be refunded. THERE WILL BE NO REFUNDS AFTER SEPTEMBER 1.
6. All outside food vendors will be set up in Stiklestad Park Gazebo Area.
7. Exhibitors may be asked to remove items not up to SVACA standards. Board members will monitor the quality and have the right to reject any exhibitor’s work. It will be the responsibility of the board members ONLY to evaluate all exhibitors’ items, and interference from other exhibitors will not be permitted or tolerated. Please display items in your designated area only, not surrounding area.
8. Outside exhibitors may set up tents and displays anytime on Friday, September 22nd, or Saturday morning before 9:00 am. Inside exhibitors may set up from 9 am to 5 pm Friday, or Saturday morning after 7:00 am.
9. All exhibitors must be in place by 9:00 am Saturday, September 23rd. Loading gates will be closed at this time and all vehicles must be removed from show grounds. Failure to be in attendance by this time will result in forfeiture of space and fees for both days. Exhibitors cannot show only one day. SVACA requires exhibitors to remain both days - RAIN OR SHINE – SAT. 10:00 am - 5:00 pm and SUN. 10:00 am – 4:00 pm. Exhibitors not able to attend must notify us! Displays ARE NOT to be taken down before 4:00 on Sunday.
10. VENDORS ARE NOT TO TAKE DOWN A FENCE OR OPEN A GATE WITHOUT PERMISSION FROM A BOARD MEMBER. PLEASE KEEP THE FENCES IN PLACE!!
11. PLEASE BE POLITE! Rudeness to customers or other exhibitors will not be tolerated!

Any criminal activity on the part of an exhibitor will not be tolerated, will be reported to authorities, and will lead to immediate removal from SVACA grounds. Please respect our community and its grounds.

1. NO PETS ALLOWED, except Service Dogs, on SVACA grounds.

Camping facilities, gas, food, and beverages are all available in picturesque Fort Ransom.

Exhibitor’s fees are used for advertising, entertainment during the show, services, security, salaries, insurance, rent, improvements/maintenance of buildings, all needed to provide a successful show, and for classes offered during the year. SVACA also sponsors Art in Education in our area and helps support local organizations. For more information call Sheyenne Valley Arts and Crafts Association, 701-973-4461, email svaca@drtel.net, or write SVACA, PO BOX 21, FORT RANSOM, ND 58033. Please pass this information on to other interested potential exhibitors.

Sincerely,

Vicki Busta, SVACA Coordinator

Eric Pederson, SVACA President

**Business Name:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Contact Name \***

\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Prefix First Name Last Name

**Address \*** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Street Address

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Street Address Line 2

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 City State Zip

**Phone Number \*** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Area Code Phone Number

**E-mail \*** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

example@example.com

**Business Website/ Facebook Page:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Brief Description of items you will be selling – Please include pictures of a sample of your products \***

**Number of Vehicles \*** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Year/Make/Model of Vehicles, Size, License #(s) \*** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**ND Tax Permit Number** \*\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Liability Insurance Waiver**

It is agreed and understood that I, the exhibitor, will carry the necessary insurance covering wares, and other property displayed by the exhibitor at the SVACA Inc., (Sheyenne Valley Arts and Crafts Association) Marketplace on Saturday, September 23, 2023 and Sunday September 24, 2023, and I do hereby exonerate all the committees and the city of Fort Ransom, the Community Club, and officials and members of these named, from all liability of any nature while said objects are on display, or while in transit to and from the aforesaid SVACA (Sheyenne Valley Arts and Crafts Association) Marketplace grounds. I accept the rules and regulations regarding participation in the 2023 SVACA (Sheyenne Valley Arts and Crafts Association)

Marketplace.

**I accept the rules and regulations regarding participation in the 2023 SVACA (Sheyenne Valley Arts and Crafts Association) Marketplace as well as the Liability Insurance Waiver clause. (NAME AND DATE Below)**

**\*\*THIS FORM NEEDS TO BE SIGNED & RETURNED WITH YOUR APPLICATION BEFORE**

**YOU WILL BE CONSIDERED FOR ACCEPTANCE.**

**Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Booth Size**

SVACA DOES NOT FURNISH CANOPIES OR TABLES OUTDOORS. \*\*PLEASE PROVIDE YOUR OWN EXTENSION CORDS

*Payment for your booth. Your application will not be reviewed until Payment is received.*

If you are not accepted, payment will be refunded.

|  |  |
| --- | --- |
| Desired Booth(s) / Extras | * Inside – 6’ x 12’ (with table) - $135.00
 |
| * Inside – 6’ x 9’ (with table) - $110.00
 |
| * Inside – 6’ x 15’ (with table) - $185.00
 |
| * Outside – 10’ x 10’ - $110.00

Quantity: \_\_\_\_\_\_\_\_ |
| * Electricity Needed (Indoor or Outdoor) - $10
 |
| * Late Fee, if apply after May 1, 2023 - $50
 |
| TOTAL $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |