



HUNTING • FISHING • SPORTING • TOOLS • MORE

January 2019

Dear Returning Market Place Vendors,

Greetings from the Little Falls Area Chamber of Commerce! I hope you had a successful 2018 Little Falls Arts Fair with us and you are interested in being part of the 8th annual Fair to be held September 7 & 8, 2019.

Please note that there are changes to the application including a slight price increase and to the Rules and Regulations this year, so read all materials carefully. **We will do our best to accommodate if you would like your same spot as last year, but you will need to have your completed 2019 application (including your ST19 and all fees) postmarked or submitted electronically by March 31, 2019.** Applications postmarked after this date cannot be guaranteed the same spot to the 2018 Fair and may forfeit their original location. Include a note with your application if you have specific placement request. All attempts are made to provide desired locations for each vendor, but placement cannot be guaranteed.

Vendors that sell food products and those providing samples, please pay special attention to the *Food Vendor Permitting* sections. Helpful contact information is included to guide you through any necessary permitting processes. Inspectors **will** be onsite during the Fair and we hope to have everything run as smoothly for all as possible.

Please fill out your application thoroughly and as neatly as possible to ensure accurate and complete information for our data base. **Minnesota law requires a completed and signed ST19 form (each year) whether you are required to collect sales tax or not.** This form is included for your convenience. Please return it with your application. Vendors will not be allowed to sell without this form on file. Incomplete applications will be returned.

Sincerely,

A handwritten signature in black ink that reads "Debora K. Boelz".

Debora K. Boelz
President/CEO

Questions should be directed to Mary at the Chamber of Commerce. Mary can be reached Monday through Friday from 8:00 a.m. to 4:00 p.m. Call 320-632-5155 or email to artsandcrafts@littlefallsmnchamber.com.