



Minnesota Scottish Fair & Highland Games

Greetings,

It is our pleasure to belatedly invite you to exhibit at the August 6, 2022 MSFHG ~ *"Where the Highlands meet the Prairie"*. We value our vendors and the important role they play in our success, especially this year when people will be eager to mingle & reconnect to their Scottish roots. We have missed being with you as we all progressed through the many levels of COVID 19.

After a couple of false starts over the past couple of months & multiple changes with our venue, impacting whether we would exhibit indoors or outdoors, we finally have established that the marketplace, clan and not for profit exhibitors will be indoors in two of the large spaces on the main entry level of the Celtic Junction, in air conditioned comfort. Given the usual hot, hot, hot August weather this will draw patrons indoors for some relief.

The fair "street party" will look very different from fairs & Highland games of the past. This year there will be no Highland games (athletic competitions) We have no grass on which to properly hold that. There will be music & dancing in abundance.

Your exhibitor registration form & FAQs are below. Exhibitors are still flat fee based and not charged a percentage of sales. Please be mindful of the stated deadlines. Receipt of this packet does not guarantee you a space unless your registration & insurance certificate are received in a timely manner and your merchandise categories fit our criteria and are not full.

We are at work on confirming a southwest metro venue for 2023 that will bring us back to a more traditional event.

The Minnesota Scottish Fair & Highland Games Board of Directors & volunteers look forward to having you join us this year ~ *"Where the Highlands meet the Prairie."*

If you have questions don't hesitate to ask. Please accept my apology for the slowness of making this information available to you. I did not want to give you info that was still in flux and subject to change.

Liz Michaelson ~ Certified Festival Manager
Exhibits Coordinator
952-994-8355 Mobile

emichaelson@mnsctishfair.org or liz@uncommongatherings.com

Please send your fair & paperwork and fees to:

MN Scottish Fair & Highland Games (MSFHG)
C/O Liz Michaelson
4827 Acorn Ridge Road
Minnetonka MN 55345-3102

Minnesota Scottish Fair & Highland Games

Scottish Market Vendor Application for

Saturday, August 6, 2022

Deadline – No registrations will be accepted after July 22, 2022

Please complete this form and return with your **check payable to MSFHG**

Post form & fee to:

Minnesota Scottish Fair
C/O Liz Michaelson
4827 Acorn Ridge Road
Minnetonka MN 55345

Business Name _____

Contact Person/s _____

Address _____

City _____ State _____ Zip _____

Best Phone _____ Event Period Phone _____

Cell _____ E-mail _____

Website _____

List the merchandise categories you offer:

Minnesota Tax ID # _____ Tax #s from other states cannot be used.

Visit www.taxes.state.mn.us to apply for a tax ID #. It will be issued on line.

List here any special needs you have:

PLEASE COMPLETE THE BACK OF THIS FORM

For Use By Vendor Committee

Postmark _____ Received _____ Accepted _____

Check # _____ Check Amount _____

Date Notified if Not Accepted _____ via Phone E-mail USPS

	Display Size		TOTAL
_____	10' x 10'	300.00	_____

TOTAL FOR SPACE RENTAL

No more than 2 10 x 10 spaces can be reserved by any vendor. No other size is available.

NO RENTAL ITEMS ARE AVAILABLE THIS YEAR. **YOU MUST PROVIDE YOUR OWN TABLES.** THERE ARE MANY CHAIRS ON SITE.

ELECTRICAL

We are not yet certain of electrical availability.

Bring cords with you to be prepared if electrical is available.

DO NOT INCLUDE \$25 FEE FOR ELECTRIC. IF AVAILABLE WE WILL COLLECT THAT ON SITE

TOTAL FEES ENCLOSED

PLEASE REVIEW THE CHECK LIST FOR ALL NECESSARY FORMS, FEES, ETC.

_____ I will set up on Friday 4 – 9 pm _____ I must set up on Saturday 7 – 10 am

I understand that everything must be carted/carried from curbside. We cannot guarantee the availability of carts. Please bring your own method of moving things.

I have read and agree to comply with all terms set by MSFHG (shown on the Rules & Information page):

Signature

Date

Minnesota Scottish Fair & Highland Games

"Where the Highlands Meet the Prairie"

www.mnscottishfair.org

Merchandise Vendor Rules & Information

Date & Hours

Saturday, August 6, 2022 11am – 6 pm - Ceilidh from 5:30 – 9:00 pm - outdoors
There is a Friday evening musical segment outdoors but it should not disrupt your set up.
Vendors are required to be open from 11 am – 6 pm
Rain or Shine, unless vendor coordinator authorizes an early shutdown due to severe weather conditions

Location:

Celtic Junction
836 Prior Avenue N
St. Paul MN 55104

Directions:

Please visit the FAQs on our website www.mnscottishfair.org for a map and directions.

vendors will be automatically accepted if registration is postmarked by the deadline.

Acceptance of Application:

MSFHG will cancel the reservation of any vendor whose Check is returned NSF. Commercial merchandise vendors will not be accepted if the majority of vendor merchandise is not of a Scottish/Celtic nature or application is received after the deadline or the merchandise categories already have sufficient representation. Get your application in early. Returning

Artisans Please Note:

If you are an artisan offering only merchandise you have created, we appreciate but do not require representation of Scottish/Celtic theme.

Use of MSFHG Logos:

MSFHG grants vendors the permission to use our logo on promotional materials including websites. Permission is not granted for use of the Scottish Fair logo on any merchandise.

Space:

Only 10 x 10 or 10 x 20 spaces are available. Access will not be 4 sided. Plan for 3 sided access.

Refunds:

No refunds of booth or rental equipment fees will be made for any reason once accepted.

Set-up:

Friday, August 5 4 – 9 pm
Saturday, August 6 7– 10:30 am
For your ease of access & to create the safest situation for everyone, we prefer that you set up on Friday.
Be prepared to cart things to your space.

All set-up must be complete before 11 am Saturday
information booth with the vendor coordinator.

Resale Requirements:

All vendors are responsible to collect and pay Minnesota sales tax on the appropriate categories. Please provide Minnesota Tax ID # on application and a Minnesota Department of Revenue form ST-19 Resale numbers from other states are not acceptable. If you do not have a MN resale number, you can apply online at www.taxes.state.mn.us. Your number will be issued electronically.

Overnight Security:

The Celtic Junction building exhibit rooms will be locked at 9 pm Friday and unlocked at 6:30 am Saturday. Vendor has the sole responsibility for security of vendor property. MSFHG has no responsibility for damage or loss regardless of the cause.

Dogs

Dogs are allowed at the fair. They must be leashed and under voice command. We have not yet confirmed if dogs will be allowed inside the Celtic Junction.

Electricity:

Availability unknown as of July 8, 2022

Liquor Consumption:

Consumption of alcoholic beverages purchased at the Scottish Fair's McCracken Pub is allowed throughout the event.
Buy your adult beverage wrist band at the tent near the fair's food booth.

Inspection:

Vendor committee members will inspect all vendors for compliance with rules throughout the fair. Vendors will be asked to modify their set-up if safety codes or fair regulations have not been followed.

NO outside alcoholic beverages may be brought onto the site. Please drink responsibly.

Teardown:

Please do not begin to tear down until 6 -m Saturday.

Hotels: No host hotels have been designated.

Insurance & Hold Harmless:

Commercial vendors must provide certificates of general business liability insurance (minimum \$500,000 per occurrence, \$1,000,000 aggregate). Please submit insurance certificates before August 1, 2022. Certificates can be included with your application, or emailed to liz@uncommongatherings.com or emichaelson@mnscttishfair.org

If you have employees, who are not family members, working at MSFHG, proof of workers compensation insurance is also required.

All vendors must defend & hold harmless Minnesota Scottish Fair & Highland Games, the directors & employees of the Minnesota Scottish Fair & Highland Games and the City of Eagan from any claims, demands, actions or causes of action arising from any products sold, work or services provided, performed or furnished by the vendor at the Minnesota Scottish Fair & Highland Games.

Certificates must show Minnesota Scottish Fair & Highland Games, and Celtic Junction as "additional insureds" for the period of August 5 & 6, 2022.

Certificates must reference the following entities & addresses:

Minnesota Scottish Fair & Highland Games
P.O. Box
Eagan, MN

Celtic Junction
836 Prior Avenue N.
St Paul MN