“Art on the Block” Vendor Application

Saturday, October 3, 2020 13025 Lake Blvd.

10:00 AM - 5:00 PM Lindstrom, MN 55045

Gustaf’s Up North Gallery is hosting the first “Art on the Block” arts & crafts fair! Thank you for your interest in participating. Feel free to share this document with other creators who might also be interested.

**Business Information**

Company Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Website: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Facebook: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Instagram: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Personal Information**

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Types of Products:**

\_\_ Handmade \_\_ Craft \_\_ Decor \_\_ Fabric Art \_\_ Jewelry

\_\_ Woodworking \_\_ Pottery \_\_ Clothing \_\_Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**List of items to be sold:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

**Other information we should know:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

**Rentals:**

10’ x 10’ Booth: $40 x \_\_\_\_\_\_\* = $\_\_\_\_\_\_\_\_\_\_\_ (\* = number of booths)

6’ Table: $10 x \_\_\_\_\_\_\* = $\_\_\_\_\_\_\_\_\_\_\_ (\* = number of tables)

Folding Chair: $ 5 x \_\_\_\_\_\_\* = $\_\_\_\_\_\_\_\_\_\_\_ (\* = number of chairs)

TOTAL $\_\_\_\_\_\_\_\_\_\_\_

Booth spaces, tables and chairs are limited. Please only take what you need.

Please fill out this form and the attached Agreement and email it to Jocelyn Lensing, Director of Marketing and Events, [gustafsjocelyn@gmail.com](mailto:gustafsjocelyn@gmail.com) for review. Thank you!

Vendor Agreement

**BOOTH RENTAL**

The Vendor will rent a 10’ x 10’ outdoor space on the property pending review of this agreement. Booths are $40 for the entire day.

Spaces are assigned at check in and Gustaf’s Up North Gallery reserves the right to change the vendor’s booth location without notice. Displays must be contained within your space. Booth spaces may be located on asphalt, gravel or grass. Please be aware that ground may be uneven.

Gustaf’s Up North Gallery will provide advertising for the event and trash service. Gustaf’s Up North Gallery has a limited number of tables and chairs that will be available for rental on a first-come, first-serve basis. Six-foot folding tables are $10 each, chairs are $5 each.

The Vendor will provide tables, chairs, signage, decorations, cables and other necessary equipment for their booth. Electricity will not be provided, but small, quiet generators are allowed. WiFi is not available.

**ACCEPTANCE**

Vendors will be accepted on a first-come, first-serve basis, but Gustaf’s Up North Gallery reserves the right to deny an applicant for any reason. Gustaf’s Up North Gallery reserves the right to cancel any contract upon receipt of notice that the Vendor has been suspended, expelled from or otherwise penalized for violation of contract terms or rules of another venue or fair.

Booth acceptance is based on, but not limited to the following:

* Previous history with us
* Our desire to support local artists and makers
* Our desire to offer an assortment of vendors
* Limited space

All work must be of original concept by and created by the Vendor. Vendors or direct sellers offering mass produced, commercial or imported products, copies, kits, molded or prefabricated work will not be accepted. Any items that are deemed inappropriate will not be accepted including knives, weapons, drug paraphernalia, etc.

**ADVERTISING**

Gustaf’s Up North Gallery will advertise this event and your business. Please send your logo as a .jpg file, your business information, and any specials you will be offering during the event to Jocelyn Lensing, Director of Marketing and Events, at [gustafsjocelyn@gmail.com](mailto:gustafsjocelyn@gmail.com) to be added to promotional materials. We encourage you to advertise your participation in our event and to invite your customers!

**AGREEMENT**

Gustaf’s Up North Gallery and \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (The Vendor) agree to the following:

* The Vendor takes responsibility for any damages or incidents that occur at their booth.
* The Vender attests that all their products are authentic and handmade.
* The Vendor will not sublet or rent out their assigned space at any time.
* This is an all-weather event. Vendors must stay with their booth for the duration of the event.
* The Vendor and their employees will wear face coverings when interacting with customers and will follow social-distancing guidelines.
* Security will not be provided, and Gustaf’s Up North Gallery is not responsible for damage to, loss of, or theft of property belonging to a vendor, their employees, customers or guests.
* Gustaf’s Up North Gallery does not guarantee sales at your booth.
* Gustaf’s Up North Gallery is permitted to take photographs of the booths and vendors and use these photographs for advertisement or promotion purposes.
* Booth, table and chair rental is final and no refunds will be offered.
* Upon review of this agreement, an acceptance letter and invoice will be emailed to The Vendor with additional information. Payment must be completed by October 1, 2020. Payment will be accepted via cash, check or credit card.

In witness to their agreement to the terms of this contract, the parties affix their signatures below:

**Vendor**

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

Signature Date

**Jana K. Lensing**

CEO and Owner, Gustaf’s Up North Gallery

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Signature Date