A blue circle with white text and a flower

Description automatically generatedMinnesota Scottish Fair and Highland Games

# 2024 Vendor Application

The Minnesota Scottish Fair and Highland Games will be held on Saturday, July 13, 10:00 am to 6:00 pm CST and will proceed regardless of weather conditions, this means rain or shine except for *extreme* weather conditions. All Vendors are encouraged to be prepared for varying weather conditions. All Vendors wishing to participate in MSF&HG should read the following Vendor Terms, fill out the Vendor Application, and mail or email your application to:

MSFHG, Attn: Gretchen Osweiler, 217 Nebraska Ave W #219, Saint Paul MN, 55117

Email: gretchen.osweiler@gmail.com

• Check in and Setup: Friday July 12th, 2024 12pm- 6pm and Saturday July 13th, 2024 beginning at 7am. All vendors must be set up by 7:45am July 13th, 2024

• Hours of Operation: Gates open to public at 8am and will close at 5pm. A Ceilidh will follow until 8:30pm

• No Vendor Applications accepted after June 30, 2024

## Policies and Guidelines

**Sales Tax:**

Vendors must have a Minnesota Sales Tax I.D. Visit the Minnesota Dept. of Revenue at https://www.mndor.state.mn.us/tp/eservices/\_/?link=NewBusinessReg.

**Insurance:**

General Liability Insurance coverage of at least One Million Dollars ($1,000,000) is required. A certificate of insurance as proof of insurance will be required after vendor acceptance.

**Food Vendors:**

We require that all food vendors meet NSF, State of Minnesota, and Ramsey County health regulations for outdoor events.

**Product and Booths:**

The festival will be held at Macalester College, vendors will be placed on the campus’s track. We provide only the ground space; all booths, displays, signs, and equipment to set up are your responsibility and must be non-permanent structures. **Stakes are strictly prohibited as a means to secure displays/signs/equipment/ and tents.**

Setup is to be complete by 7:45am on July 13th, 2024.

Booth takedowns can begin after the close of the festival at 5pm. NO vehicles are allowed on the track.

Every booth should be ready for inspection prior to, and during, the Fair for compliance with the guidelines.

**Weapons:**

Vendors selling bladed weapons may show them inside the designated vendor space and are responsible for the proper handling of these items. Vendors selling or displaying bladed weapons accept all liability for any damage or injury caused by handling or sale of these items. ALL bladed weapons sold at the Fair must be peace-tied at the time of the sale.

**Garbage:**

Garbage containers will be at convenient locations around the site. ALL vendors are required to clean up after themselves during and immediately after the event, as the containers are emptied that night. Failure to do so will be taken into consideration during future applications.

**Smoking and Electronic Devices:**

Macalester College is a smoke, vape, e-cigarette, and THC **FREE** campus. Failure to comply with this policy will be considered in future applications.

**Pet Policy:**

Well behaved and leashed dogs are welcome on campus. Dog owners are expected to maintain all responsibilities in the care and clean-up of their animals. Failure to comply will be considered in future applications.

**Indemnification:**

I understand that I am participating in Minnesota Scottish Fair and Highland Games under the terms established and set forth within this Vendor Application and other information provided as a Vendor. I therefore agree to indemnify and hold harmless now or later MSFHG and Macalester College from all claims, losses, expenses, fees including attorney fees, costs, and judgments that may be asserted against Minnesota Scottish Fair and Highland Games and Macalester College that result from the acts or omissions of myself and/or my employees, agents, or representatives.

## 2024 Vendor Application

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| Name, Company, and Contact Information |
| Business Name:  Address:  City, State & ZIP:  Phone:  Fax:  Website:  Email:  Contact Name:  Cell Phone:  MN Tax ID #: |
| Liability Insurance Required! Company Name: |

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| **Please list all products with a brief description** | **Price Range** |
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## Vendor Fees and Payment

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| The following spaces are available, if you are in need of a larger space arrangements can be made on a case-by-case basis. Please contact Lorie Croft at [lorie@thecelticcroft.com](mailto:lorie@thecelticcroft.com) for additional inquiries or requests |
| * 10 ft X 10 ft space: $100 (includes 2 complimentary entry tickets and discount price for additional tickets) |
| * 10 ft X 20 ft space: $200 (includes 3 complimentary entry tickets and discount price for additional tickets) |
| * 10 ft X 30 ft Space: $300 (includes 4 complimentary entry tickets and discount price for additional tickets) |
| **Please make the check or M.O. payable to: Minnesota Scottish Fair and Highland Games. This application will be considered only if completed in full and accompanied by product photos, ID photos, and a check or money order for the amount indicated under Vendor Fees and/or power. Returned checks are subject to a $30.00 returned check fee.**  **Mail to:**  MSFHG, Attn: Gretchen Osweiler, 217 Nebraska Ave W #219, Saint Paul, MN, 55117  **Email to:**  gretchen.osweiler@gmail.com |
| **Total Enclosed: $** |

***I have read and understand the Vendor application; its Terms, Liabilities, and My Responsibilities, and agree to the rules and guidelines set forth within the Minnesota Scottish Fair and Highland Games and Macalester College.***

Vendor Signature and Title Date

**FOR MSF&HG ONLY:**

Signature and Title Date Authorized