

ART & CRAFT SHOW REQUIREMENTS

WHERE: Fort Sisseton State Park, 11907 434th Ave, Lake City, South Dakota 57247

DATES: June, 3 & 4, 2017

FEE: \$30.00 per 12' x 12' outdoor booth space

DEADLINE: March 14, 2017

APPLICATION REQUIREMENTS:

1. To participate in the Arts & Craft Show, the State of South Dakota requires you to provide proof of **automobile insurance**. The State of South Dakota requires that you have automobile insurance with liability coverage of no less than \$300,000 and property damage coverage of no less than \$50,000. Fort Management must have a **certificate of insurance** showing the required amounts of insurance. We suggest that you check with your insurance agent to verify that your current automobile insurance policy covers your business activities at the festival. Your agent will best be able to determine if this is the case.
2. Festival Management prefers original, **self-made work**. The following will NOT be acceptable: completely manufactured factory goods; plastic, styrofoam, aluminum, or electric items; decoupage or factory prints, modern toys, dolls and accessories; T-shirts or sweatshirts; molds or imports. Jewelry must be produced by the artist or craftsperson and may not be comprised of commercially produced components.
3. All **non-returning** applicants must include THREE new/updated photos of items to be exhibited and sold. Each photo should have the applicant's name on it. The photos will be reviewed to judge product quality and to determine acceptance or rejection.
4. **Booth designs should be rustic in appearance. It is preferred they are comprised of unfinished wood, burlap, or canvas. We will allow nylon canopies in brown, white and tan shades.**
5. Vendors may set up on Friday or on Saturday morning before 9:00 A.M. Please remember, there are no vehicles allowed on the grounds during show hours (9:00 A.M. Sat - 4:00 P.M. Sunday) and no vehicles allowed on the parade grounds inside the boardwalk at any time. **All vehicles must be off the Fort grounds by 9:00 A.M. Saturday so please plan accordingly. Camping is not allowed in or near your booth.**
7. Vendors will have to enter the Fort grounds through the south entrance, and access to booth sites will be through the berm opening, near the Guardhouse. If you have questions regarding set-up or take down, please contact Festival Management prior to Festival.

APPLICATION FOR BOOTH SPACE - June 3 &4, 2017

Name _____

Address _____

Telephone _____

Email _____

____ (\$30) Standard Outside Booth space (12' X 12')

Fees non-refundable after acceptance

Will you be demonstrating your work? ____Yes ____No

What is the price range of the items you will be selling? ____to____

Please answer the following questions completely. Complete descriptions will increase your chance for acceptance. Please keep in mind the guidelines on the preceding page. Festival Management encourages you to contact us if you have any questions.

Type of items to be sold (please be specific):

Please describe your BOOTH design, including the material you plan to use:

The Fort Sisseton Historical Festival does not assume responsibility for loss, damage, or theft of art materials. I understand I am responsible for collecting and reporting the applicable state sales tax.

EXHIBITOR/VENDOR agrees to hold harmless and indemnify the State of South Dakota, its officers, agents and employees, from and against any and all actions, suits, damages, liability or other proceedings which may arise as the result of conducting Exhibitor/Vendor activities hereunder. This section does not require EXHIBITOR/VENDOR to be responsible for or defend against claims or damages arising solely from errors or omissions of the STATE, its officers, agents or employees.

Signature _____

Date _____