

Sturgis BAM 2011 Vendor

Retail Vendor Form

Non-Profit Exhibitor Form

Rules and Regulations

The Sturgis Center for the Arts Staff and Sturgis BAM 2011 Committee thank you for your interest in being a part of the 2011 festival. The festival is not only a fund-raising event for Sturgis Center for the Arts, but a celebration of the arts in the community.

You may contact the festival vendor coordinator, Michelle Grosek, at (605) 720-1557 or "rgrosek@sturgis.com". More information can be found on the festival website, "www.SturgisBam.com". All completed registration forms and fees should be mailed to:

Sturgis Center for the Arts
P.O. Box 721
Sturgis, SD 57785

Rules and Regulations

Eligibility: The festival is open to fine artists, crafts people, food vendors, and musicians. To reserve your booth space your application must be returned and signed with the Exhibitor Fee included for retail vendors.

Payment of Fees:

- Non-profit exhibitors are exempt from paying fees, with prior approval
- Retail Booth Fee: \$35 per booth before June 15th, \$50 per booth after June 15th
- Electricity: \$10 per booth
- Fees can be mailed ahead to the address above or presented on arrival (cash or check)
- No vendors may set up until all fees are paid
- Checks should be made out to "Sturgis Center for the Arts"

General Vendor Information:

- The festival is on Saturday, July 9th, 2011 in the Sturgis City Park
- All booths are 10' x 10'
- Bring your own equipment (tables, chairs, tent, etc.)!
- Spaces will be marked out for vendors the day of the festival and assigned upon arrival
- All vendors check in at the Information Booth before setting up
- Check-in and set-up from 7am – 10am
- Sales Tax Forms will be distributed the day of the festival
- NO PARKING is permitted within the park perimeter during the festival

Vendor Responsibilities:

- The vendor is responsible for supervising their booth(s), NOT festival staff
- All exhibitors/vendors must meet all South Dakota State health, fire, and revenue codes
- All exhibitors must provide proof of insurance
- Participants must provide their own display materials and make accommodations in case of inclement weather
- Each vendor space is 10' x 10' and this will be enforced
- Booth set-up must be completed by 10am
- All fees **must be paid** by 10am

Retail Vendor and Non-Profit Exhibitor Form

Name: _____ Date: _____

Business Name: _____

Mailing Address: _____

City/State/Zip: _____

Phone: Home: _____ Work: _____ Cell: _____

of Spaces: _____ (Each space is \$35 before June 1st, \$50 after June 1st)

Electricity: YES or NO (Electricity costs an additional \$10 per booth)

Description of Products Sold: _____

1. I agree to indemnify and hold harmless Sturgis Center for the Arts, City of Sturgis, Sturgis Parks Department, and any of the staff or volunteers of the above-mentioned entities for any injury, damage, theft, or loss.
2. I will abide by the Sturgis Center for the Arts decision to reject any application or entity.
3. Fees will be refunded if you are not accepted. Cancellations will not be refunded.
4. Space assignments are at the discretion of Sturgis Center for the Arts staff.
5. I understand the full payment is due before set-up of vendor booths. Checks should be made payable to: Sturgis Center for the Arts.
6. Insurance Carrier Name: _____ Policy #: _____

Vendor/Exhibitor Signature

Date