



## RE: DOŽÍNKY® REGISTRATION INFORMATION

Dear Vendor,

New Prague's Dožínky® Festival will be held Saturday, September 21, 2019. Dožínky® is a Czech harvest festival featuring arts and crafts, merchandise from the Czech Republic, area bands, historical displays, food booths, entertainment and a Parade of Farm Pride. Imagine an ethnic festival with the history, old world traditions and warmth of a small town; this is Dožínky®.

Each year we anticipate large crowds of over 15,000 people. We would like you to join us at Dožínky® with your merchandise.

- ❖ **Registration is due July 10, 2019.**
- ❖ **THE EVENT IS HELD RAIN OR SHINE. NO REFUNDS WILL BE GIVEN FOR NO SHOWS.**
- ❖ Please fill out the Minnesota Department of Revenue--Operator Certificate of Compliance ST-19 form. This can be found on the MN Department of Revenue website when you search 'form ST-19.'
- ❖ All booths must be open for service by 10:00 a.m. Saturday and remain open until 5:00 p.m.
- ❖ The festival takes place on Main Street New Prague. There are a limited number of booths available. There are size constraints due to the fact the event is on Main Street. We have to deal with sidewalk width, awnings and entrances into businesses. **The Vendor Committee will assign booth spaces and approve merchandise on a first come, first serve basis.** If you have a request for a certain booth space, you must let us know IMMEDIATELY. We will do our best to honor everyone's needs. You must supply your own electricity. Final details will be sent in August.
- ❖ Generators used for electricity must be enclosed, or far enough away as to not disturb others. We reserve the right to ask you to move your unit, or shut down your booth.
- ❖ **Booth sizes are 12' wide by 10' deep.** Oversized booths will be charged extra. Booths are primarily placed on city sidewalks. **Your booth should go to the sidewalk.** The sidewalk area is 10 feet in depth (from building front to street). You must describe your booth/unit in **detail** on the application. All booths must be self-standing (no stakes).
- ❖ The Vendor Committee reserves the right to disallow any items that it feels does not complement the historic, ethnic or harvest character of the festival. Absolutely no items will be allowed that use offensive language. You will be required to remove items that are not mentioned on your registration if they are not deemed appropriate.
- ❖ The New Prague Chamber of Commerce and the City of New Prague are not responsible for injury or loss incurred by any lessee or helper, either personal or material, in any way whatsoever. Each individual exhibitor must carry insurance.
- ❖ In case of cancellation, no refunds will be given after August 1st, 2019.

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## Merchandise Vendor Fee Schedule

**New Prague Chamber Members and Non-Profits located in New Prague**  
**\$65.00**

**Non-Chamber Member Business**  
**\$150.00**

# Dožínky® REGISTRATION – MERCHANDISE VENDOR

## Registration due July 10, 2019

Name of Applicant: \_\_\_\_\_

Items to be sold: \_\_\_\_\_

**I have read and understand the guidelines of Dožínky® registration. I agree to abide by this agreement.**

Contact Person \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Home Phone \_\_\_\_\_ Work Phone \_\_\_\_\_ E-Mail \_\_\_\_\_

**Booths spaces are 12' wide x 10' deep. Oversized booths will be charged an additional fee.** Please describe booth set up (tent, tables, height of booth, etc.). **Space is limited.**

Vendor Category \_\_\_\_\_ \$ Enclosed \_\_\_\_\_

Please refer to the fee schedule for appropriate payment.

- 1) Make your check payable to the **New Prague Chamber of Commerce** and mail it along with this registration form to the address below.
- 2) Please fill out the MN Dept. of Revenue ST-19 form that can be found on the MN Dept. of Revenue website. We need to receive your registration by **July 10, 2019**. Thanks!!
- 3) You are not considered registered unless we have received your payment. NO refunds for cancellations after August 1st, 2019.

New Prague Chamber of Commerce  
101 East Main St  
New Prague MN 56071

**Dožínky® is held rain or shine.  
No refunds will be made due to inclement weather.**

**Application must be received by July 10, 2019**