



RE: CZECH HERITAGE VILLAGE VENDOR 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 19th, 2019.**

- ❖ **THE EVENT IS HELD RAIN OR SHINE. NO REFUNDS WILL BE GIVEN TO VENDORS 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 in the Tupy Insurance Parking Lot and there are a limited number of booths available. **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 September.
- ❖ **See 'Vendor Fee Schedule' below.** You must describe your booth/unit in **detail** on the application. **Tents will not be supplied. All vendors are responsible for their own tents.** 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 September 1st, 2019.

Vendor Fee Schedule

8 Foot Booth Space
\$50.00

16 Foot Booth Space
\$100.00

CZECH HERITAGE VILLAGE VENDOR REGISTRATION –
Registration due July 19th, 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 _____

Please refer to above vendor fee schedule. 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 19, 2019. Thanks!!
- 3) You are not considered registered unless we have received your payment. NO refunds for cancellations after September 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 19, 2019