



CHAMPLIN RECREATION HOLIDAY MARKET

Vendor applications will be accepted from September 1 - September 29. If accepted, you will be notified by October 16th. The vendor fee will be \$60, payable at the time of acceptance.

Indoor vendor spaces are available at the Mississippi Crossings Event Center. Booth space size will be 8' x 8', the City will provide up to one 6' table and 2 chairs. No electrical or water will be provided with booth space.

Champlin Recreation reserves the right to determine and/or limit the number of vendors that may sell the same or similar products to best serve the needs of the market. Spaces will be limited to one per vendor. **Priority admission will be given to artisan vendors selling holiday themed items.**

Vendors are not permitted to sublet or share booth spaces. Spaces are designed for one business and salable items must match the application that has been submitted.

Vendors set up will begin at 8:00 am. Vendors are required to stay for the duration of the event. Teardown will begin at 3:00 pm.

Salable items are limited to those listed on your market application. Vendors are not permitted to sell explosive items, drug paraphernalia, weapons or realistic replicas of weapons. The City reserves the right to reject items that are deemed inappropriate or unsafe.

All vendors must adhere to market guidelines as well as City and/or State guidelines regarding selling items. Failure to comply may result in removal from the market and forfeiture of your registration fee.



We are seeking artisans, crafters, and cottage producers for our holiday themed market. Vendor fee is \$60, payable upon admittance.

Please complete and return with payment to Champlin Recreation, 11955 Champlin Drive, Champlin MN 55316

Organization / Business: _____

Contact Name: _____

Address: _____

City / State / Zip: _____

Contact Phone #: _____

Email: _____

Please describe the purpose of your booth, indicate any items you will be selling and price points. Indicate any items and/or information you will be distributing and displaying. Keep in mind your booth activities are limited to what is listed below. If applicable, you may also submit a photograph of salable items.

ACCEPTANCE REQUIREMENTS

All criteria must be met to be considered.

- Vendor Application Form
- Booth Payment (upon acceptance)
- MN Rev. ST19 Form (if selling items)

