



# Holiday Sioux Empire ARTS and CRAFTS Show

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## Greetings Artists & Crafters!

We would like to invite you to be a part of our Spring Sioux Empire Arts & Crafts Show inside the Expo Building on the Sioux Falls Fairgrounds. We are excited to bring you the only big spring craft show in the Sioux Falls Area! Due to continued success, we will be incorporating the Friday night showing once again! We found that 70% of our exhibitors enjoyed Friday night, and found it profitable. Setup and selling on Friday night is optional. In order to sell, vendors must have completed setup by 3pm on Friday, and anyone choosing to setup on Friday must be present, and attend his or her booth for the Friday show.

**If you are applying for both of our arts & craft shows in 2008, please notice we are offering a \$25.00 discount to all vendors that book a booth space at both the Spring and Fall 2008 Shows at the same time, & a \$5 discount for table areas! You must submit your applications together with payment in order to qualify. The discount is given for the Fall Show. Space is limited, so apply today!**

**Arts & Craft Show:** Friday, November 7<sup>th</sup>, 2008 \* 3pm-8pm (optional)  
Saturday, November 8<sup>th</sup>, 2008 \* 9am-5:00pm

**Admission:** \$3.00 adults, kids 12 & under free

### Entry Qualifications:

1. Juried show, all items must be made exclusively by the exhibitor(s). No mass-produced or imported work will be permitted. No buy ~ resell! We will be strict with this! All new exhibitors must provide two photographs of their work with their application. Returning exhibitors need only provide photos of new items. We ask all exhibitors to be our eyes at our events, and report any buy/sell items you see so as we may eliminate them. This has proven effective in the past and we will rely on you all to help us make our show the best it can be!  
**\*\*\* We must protect the integrity of our show, so anyone who is caught in breach of the contract by selling items that are not hand made will be asked to leave our show immediately with no questions asked. Booth Fees will not be refunded!**
2. Applications will be judged on the quality and uniqueness.
3. No more than 10% of the show will be permitted to any one item. Ex: 100 total booths will allow for 10 jewelry booths. We will choose the entrants based on individuality. So acceptance to our event may take some time. Acceptance letter will be send after the deadline of March 15<sup>th</sup>.

**Chairs:** We will provide folding chairs for all exhibitors who do not bring their own.

**Entry Deadline:** **October 10<sup>th</sup>** Late entries only if space is available and a \$20 late fee will apply.

**Refunds:** None after acceptance. Any applications not accepted will be returned with checks.

**Setup & Hours:**  
*Setup: Thursday, November 6<sup>th</sup>, 3pm-8pm*  
*Setup: Friday, November 7<sup>th</sup>, 8am-3pm*  
**Friday Night Delight: Friday, November 7<sup>th</sup>, 3pm- 8pm**  
*Setup: Saturday, November 8<sup>th</sup>, 6:00am-8:30am*  
**Show: Saturday, November 8<sup>th</sup>, 9am-5:00pm**

**Sales Tax:** All exhibitors must collect and report their own sales taxes. If you do not have a SD State Sales Tax ID #, a Special Event Tax Form will be provided for you at the show. **Tax rate is 5%.** (4% state & 1% tourism)

**Questions:** Kari Black and Staff, 605.332.6000

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**OFFICE USE ONLY:** App. # \_\_\_\_\_ Date App Received: \_\_\_\_\_ Date Payment Received: \_\_\_\_\_  
 Amount Paid \$ \_\_\_\_\_ CK# \_\_\_\_\_ MO # \_\_\_\_\_ CC# xxxxxxxx- \_\_\_\_\_  
 Booth Amount \$ \_\_\_\_\_ Ret CK# \_\_\_\_\_  ACT  Org Sheet

## HOLIDAY SIOUX EMPIRE ARTS & CRAFTS SHOW Fall ~ November 2008 BOOTH APPLICATION

Name: \_\_\_\_\_ Business Name: \_\_\_\_\_  
 Address: \_\_\_\_\_ City/State/Zip: \_\_\_\_\_  
 Phone #: \_\_\_\_\_ Cell #: \_\_\_\_\_ Email: \_\_\_\_\_  
(Email address is required if you have one!)  
 Website: \_\_\_\_\_

1. Description of Art or Crafts: (please be specific. Provide percentage of your booth each item makes up) \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

2. Upon approval, spaces will be assigned on a 1<sup>st</sup> come 1<sup>st</sup> serve basis. We will do our best to honor your requests, however, we do reserve the right to assign spaces as needed.

3. Please check one of the following:
- |       |                                                      |
|-------|------------------------------------------------------|
| _____ | \$55.00 one 8øtable in an aisle (comes with 1 table) |
| _____ | \$110.00 two 8øtables in aisle (comes with 2 tables) |
| _____ | \$175.00 single booth area (10 x 10)                 |
| _____ | \$225.00 1 ½ booth area (10 x 15)                    |
| _____ | \$275.00 double booth area (10 x 20)                 |
| _____ | \$325.00 2 ½ booth area (10 x 25)                    |
| _____ | \$375.00 triple booth area (10x30)                   |

(No tables are provided for Booth areas.  
 However, you may rent them below)

### Miscellaneous Items

- |       |                                                                    |
|-------|--------------------------------------------------------------------|
| _____ | \$10.00 for electricity ( <b>Bring HEAVY DUTY extension cord</b> ) |
| _____ | \$15.00 end booth                                                  |
| _____ | \$8.00 table rental ( <b>per table</b> )                           |
- (You may bring your own Tables & Chairs)

**Rental Total**

**Miscellaneous Total** + \_\_\_\_\_

**Double Booking Discount** (-) \_\_\_\_\_ (- \$25 if booked Spring 08 at same time- For booths only)  
 (- \$5 for table areas with Spring 08 show booked at same time)

**Sales Tax** (x 4.0%) + \_\_\_\_\_

**Balance Due** \$ \_\_\_\_\_ **Check Payable to Black Inc.**

**Special Requests:** (these are not guaranteed) \_\_\_\_\_

Please make sure you have enclosed the following:

- Are you attending the Friday Night Show: (circle one) Yes or No
- Completed application. With Booth Fee & Misc. Expenses check payable to Black Inc. or Credit info Below.

<b>CREDIT CARD DETAILS:</b>	Exp. Date: _____	Sec. Code: _____	Total: _____
CC # : _____	Signature: _____ Name on Card (Print): _____		

- **Separate \$50 check for Early Exit Retainer**, payable to Black Inc. All checks will be returned upon teardown of the show. Anyone choosing to depart early will forfeit his or her \$50, and Black Inc. will cash the check or charge the card.
- Sales Tax # \_\_\_\_\_ . (If you have one)
- Photos of all your work. (Will not be returned. Returning exhibitors need not send photos unless you have new items to sell).  
 ~ *You may email your photos separately from your applications to: gina@blackincevents.com*
- Signed Liability Waiver & Release Form.

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## **Liability Waiver & Release Form**

(Must be returned with application form)

1. We reserve the right to ask an exhibitor to leave the show for any reason. We reserve the right to ask anyone to remove any item(s) that do not meet show standards, or that were not disclosed on the application.
2. It is hereby agreed and understood that the exhibitor will carry the necessary insurance covering pictures, art, objects, and all other property displayed, used and possessed by the exhibitor in the Expo Building, and or other areas of the W. H. Lyons Fairgrounds during the Sioux Empire Arts & Crafts Show on November 7<sup>th</sup> and 8<sup>th</sup>, 2008 and hereby exonerates Black Events & Advertising Inc., the W.H. Lyons Fairgrounds, Sponsors, workers, or helpers from any injuries, damages or losses while setting up, attending, while in transit to and from, or anytime during the Sioux Empire Arts & Craft Show.
3. If a vendor chooses to pay their admittance fee with a credit/debit card, that vendor is not required to send in an additional \$50 Early Exit Retainer check. If the vendor chooses to leave earlier than the scheduled closing time for the show, then that vendor's credit/debit card used in the original transaction will be charged an additional \$50 for early tear down.
4. By signing this form, the applicant acknowledges having received and has fully read the application and agrees to abide by all rules and regulations pertaining to this event.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_