



Holiday
Sioux Empire
**Arts
& Crafts**
Show

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Greetings Artists & Crafters!

We would like to invite you to be a part of our Holiday Sioux Empire Arts & Crafts Show inside the Expo Building on the Sioux Falls Fairgrounds. We are excited to bring you another great holiday shopping event. This past November 2009, we had a record crowd and numerous exhibitors sell out of their products! This is the final show of its kind in our area for the season. Due to continued success, we will be incorporating the Friday night showing once again! While you are not required to be a part of the Friday show, we strongly encourage it. In order to sell on Friday, exhibitors must have completed setup by 3pm on Friday, and anyone choosing to setup prior to the Friday night show must be present and attend his or her booth during the 3-8pm Friday evening.

Arts & Craft Show: Friday, November 12th, 2010 * 3pm-8pm (optional)
Saturday, November 13th, 2010 * 9am-5pm

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 three 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 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. Example: 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 sent after the deadline of September 15th, 2010.

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

Entry Deadline: **September 15th**, late entries only if space is available and a \$35 late fee will apply.

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

Setup & Hours:
Setup: Thursday, November 11th, 4pm-8pm
Setup: Friday, November 12th, 8am-3pm
Friday Sneak Peek: Friday, November 12th, 3pm- 8pm
Setup: Saturday, November 13th, 6am-8:30am
Show: Saturday, November 13th, 9am-5pm

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 5.5%.** (state + tourism, no city tax)

Questions: Call (605) 332-6000 ext:12 or email info@blackincevents.com



OFFICE USE ONLY: App. # _____ Date App Received: _____ Date Payment Received: _____			
Amount Paid \$ _____	CK# _____	MO # _____	CC# xxxxxxxx- _____
Booth Amount \$ _____	Ret CK# _____	<input type="checkbox"/> ACT	<input type="checkbox"/> Org Sheet

HOLIDAY SIOUX EMPIRE ARTS & CRAFTS SHOW

Fall ~ November 12-13, 2010 BOOTH APPLICATION

Name: _____ Business Name: _____

Address: _____ City/State/Zip: _____

Phone #: _____ Cell #: _____ Email: _____
(Email address is required if you have one!)

Website: _____ Vehicle Description: _____

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 first-come first-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:
- | | |
|-------|---|
| _____ | \$95.00 one 8' table in an aisle (comes with 1 table) |
| _____ | \$180.00 two 8' tables in aisle (comes with 2 tables) |
| _____ | \$195.00 single booth area (10 x 10) |
| _____ | \$245.00 1 1/2 booth area (10 x 15) |
| _____ | \$295.00 double booth area (10 x 20) |
| _____ | \$345.00 2 1/2 booth area (10 x 25) |
| _____ | \$395.00 triple booth area (10x30) |

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

Miscellaneous Items

- | | |
|-------|--|
| _____ | \$15.00 for electricity (Bring HEAVY DUTY extension cord) |
| _____ | \$20.00 end booth/table |
| _____ | \$8.00 table rental (per table for booths spaces only) |

(You may bring your own Tables & Chairs)

Booth Total					
Miscellaneous Total	+				
Booth + Misc Sub Total		\$			
Sales Tax (x 5.5%)	+		\$	<i>(you MUST pay the tax)</i>	
Total 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 and Signed Liability Waiver Form with check payable to Black Inc. or credit information below. There is a \$5 finance charge for credit cards.

CREDIT CARD DETAILS: Exp. Date: _____ Sec. Code: _____ Zip Code: _____
CC #: _____ Application Total: \$ _____ + \$5.00 = \$ _____
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 credit card used to pay for the booth space.
- Sales Tax # _____ (If you have one, otherwise a special event tax form is provided at the show)
- 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: info@blackincent.com or kelsey@blackincent.com*



Liability Waiver & Release Form

(Must be returned with application form)

1. **Asked to Leave:** We reserve the right to ask an exhibitor to leave the show for any reason, and to remove any item(s) that do not meet show standards, or that were not disclosed on the application.
2. **Setup:** Exhibitors are not allowed to setup beyond designated times, and will not be permitted to setup once the show begins. Exhibitors that show up late without prior arrangements with us forfeit their space and are not eligible for a refund. This is distracting to shoppers and other exhibitors. Setup times are subject to change and you will be notified in advance of such changes.
3. **Parking:** There is designated exhibitor parking. Those choosing not to adhere to our parking rules may receive a \$25 parking ticket per instance and may not be asked to return.
4. **Single & Double Tables:** These are not meant to be a booth area. Exhibitors only have enough space to display items on or directly below the table. Shelving can be used to maximize the table space. Tables cannot be moved nor substituted for other display stands. If your items do not fit on a table, you must purchase a booth area that comes with space to do so.
5. **Juried Show:** I understand this is a juried show, meaning all items must be made exclusively by me the exhibitor(s). No mass-produced or imported work will be permitted. Absolutely NO buy/resell is allowed. All new exhibitors must provide three photographs of their work with their application. Returning exhibitors must provide photos of new items.
6. **Insurance:** It is hereby agreed and understood that all exhibitors 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 12th and 13th, 2010 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.
7. **Early Exit Fee:** If an exhibitor chooses to pay their admittance fee with a credit/debit card, then exhibitor is not required to send in an additional \$50 Early Exit Retainer check. If the exhibitor chooses to leave earlier than the scheduled closing time for the show, then that exhibitor's credit/debit card used in the original transaction will be charged an additional \$50 for early tear down.
8. **NO Refunds:** There are no refunds once you have been accepted. In the event of bad weather, an act of God or any unforeseen event that could cause a postponement, rescheduling or cancellation of the show, does not entitle any exhibitor to a refund. Exhibitors unable to setup during a rescheduled date forfeits their booth rent. Our general policy is that the show will go on rain, snow or shine.
9. **Electricity:** Electricity must be purchased and you must provide your own heavy duty extension cord for hookup.
10. 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.

Name: _____

Signature: _____ Date: _____