



February 24, 2009

Little Falls Convention & Visitors Bureau  
606 1<sup>st</sup> Street SE  
Little Falls, MN 56345

Dear Artist/Artisan,

The Little Falls Convention & Visitors Bureau, along with the Little Falls Dam Festival Committee, is once again making plans for the exciting, fun filled 6<sup>th</sup> Annual Little Falls Dam Festival. The event will be held on Friday, June 19<sup>th</sup>, Saturday, June 20<sup>th</sup> and Sunday, June 21<sup>st</sup> 2009 in Maple Island Park. Once again, the festival will focus on the history and heritage of the Little Falls area with emphasis on the dam and the Mississippi River and with many family oriented activities.

Some of the activities being offered are: Children's Carnival, Street Dance (both Friday and Saturday nights), Parade, Talent Contest, Living History (Fur Trade Era, Civil War, Native American and more), Strength Ability Show, Fireworks and much more.

Event organizers want to provide the best event possible, as it draws thousands of people to the area each year. This year again, we would like very much to include the fine arts in the Little Falls Dam Festival. We are inviting artist and artisans, free of charge, to sell their wares and demonstrate their skill/trade throughout the day to the public on Saturday, June 19<sup>th</sup>. Please call Judy at (320)632-8882 or (320)630-8497 if you have any questions. We look forward to seeing you represented at the Little Falls Dam Festival.

Please fill out and send in the enclosed Vendor Application Form by April 30<sup>th</sup>, 2009 if you would like to participate.

Thank you in advance for your support.

Sincerely,

Judy Buckingham  
Dam Festival Committee Member

# Vendor Application

Name \_\_\_\_\_

Business Name \_\_\_\_\_

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

Phone (\_\_\_\_) \_\_\_\_\_ FAX (\_\_\_\_) \_\_\_\_\_ E-mail \_\_\_\_\_

Have you participated in previous Dam Festival Events? Yes \_\_\_\_\_ No \_\_\_\_\_ What Year? \_\_\_\_\_

Only 1 (one) vehicle pass will be given to each Vendor (unless otherwise requested). Please provide the vehicle license plate number to be used. \_\_\_\_\_ (The pass is good between 8:00 a.m. – 10:00 a.m. and 8:00 p.m. – 9:30 p.m. on Saturday, June 20<sup>th</sup>.)

**Vehicle passes will be mailed to you after we receive the signed application form.**

Please describe your business/trade, what you will have on display/demonstrating and items you will be selling: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

If needed, please write on the back of this page to fully describe your items.

## Space/Fees

A space is defined as 10' X 10'. If your unit is larger, you must request enough spaces to accommodate your whole unit (for example, a 22' unit needs 3 spaces). Your hitch must be included in your dimensions.

Your dimensions: \_\_\_\_\_ Feet wide \_\_\_\_\_ Feet long.

Do you have a canopy? Yes \_\_\_\_\_ No \_\_\_\_\_ (Canopy must be adaptable to any surface)

There is a \$25.00 fee demonstrating artisans.

(back)

**Please read carefully and sign below**

All information provided in the application is true and correct. I/We agree to and will abide by the following:

1. My/our exhibit will be open on: **Saturday, June 20<sup>th</sup>, 2008 from 10:00 A.M. to 7:00 P.M.**  
(If your exhibit is removed before 7:00 p.m., without prior approval, you will not be invited back to next year's event.)
2. My/our exhibit will be set up by 10:00 a.m. and will be taken down by 9:30 p.m., Saturday, June 20<sup>th</sup>.
3. I/We will be given 1 (one) vehicle pass (unless more are requested) to be used for unloading and loading our vehicle. The vehicle pass will be prominently displayed in the front window of the vehicle, at all times. Only the vehicle(s) specified on this form will be allowed to unload and load at the event site. **The specified vehicle(s) must be removed from the Dam Festival Event location by 10:00 a.m. (unloading) and 9:30 p.m. (loading) on Saturday, June 20<sup>th</sup> 2009.**
4. I/we will not be selling food products.
5. Electricity will not be available. (If required contact Judy Buckingham)
6. Water will not be available.
7. Vehicles, trailers, or any part of my/our exhibit, including tables and chairs, will not be parked in front of my/our exhibit or any other exhibitor.
8. I/we will provide a garbage container for our exhibit and will pick up all trash around our exhibit site before I/we leave.
9. ALL vehicles will be parked in designated parking areas away from my/our exhibit and event site.
10. I/we agree to indemnify and hold harmless the Little Falls Convention and Visitors Bureau, staff members, volunteers, City of Little Falls, and private property owners in the event district from any loss or liability that may arise as a result from my entry in the event.

Signed \_\_\_\_\_ on (Date) \_\_\_\_\_

Position \_\_\_\_\_ for (Organization) \_\_\_\_\_

Keep a copy of this completed application for your records. Thank you!

Please return this completed and signed application postmarked by April 30, 2009 to:

Little Falls Dam Festival Committee  
Little Falls Convention and Visitors Bureau  
606 SE 1<sup>st</sup> St  
Little Falls, MN 56345  
(320) 632-8882, Cell (320) 630-8497