



# 2019 MINNEAPOLIS INTERNATIONAL FESTIVAL

Sunday, December 8  
Central Gym  
3400 Fourth Ave. South



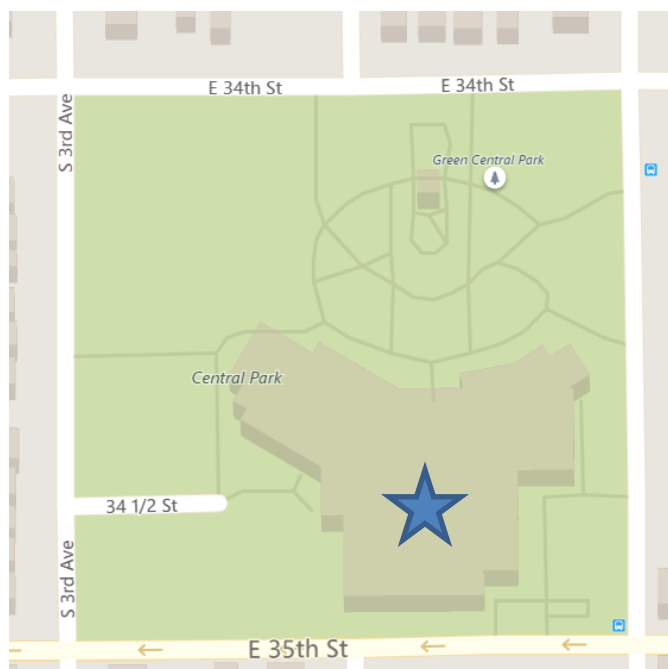
## VENDOR INFORMATION

We are excited to share an opportunity for your organization to receive exposure during the Minneapolis International Festival. The festival takes place on Saturday, December 8<sup>th</sup> from 1-5 pm. Minneapolis International Festival is expected to attract more than 1,500 people for live music, family activities, food, and cultural displays at Central Gym – 3400 Fourth Ave. South.

The purpose of the Minneapolis International Festival is to celebrate the different cultures in the City of Minneapolis and surrounding communities, and to also recognize the growing cultural diversity of our City through: music, dance, cultural exhibits, demonstrations, food, and other learning opportunities.

The Minneapolis International Festival is looking for art or cultural vendors to provide an insight into the following cultures; Latin American, African, European, Asian and Native American. If you're interested in being part of the Minneapolis International Festival please complete and sign the attached agreement. Please return the completed agreement to the Minneapolis Park and Recreation Board (MPRB) before Friday, November 8th. **If you have any questions contact Event Coordinator, Aaron Briner at 612-230-6497 or [abriner@minneapolisparcs.org](mailto:abriner@minneapolisparcs.org).**

Vendors will be selected based on previous event experience, level of professionalism as well as type and price of products available to insure a variety of options for event participants. Event details and location assignments will be sent during the week of November 25th.





**Minneapolis**  
Park & Recreation Board

2019

# EXHIBITOR VENDOR

Please contact Aaron Briner at (612) 230-6497 or [abriner@minneapolisparcs.org](mailto:abriner@minneapolisparcs.org) with any questions.

## CONTACT INFORMATION

APPLICANT'S NAME

ORGANIZATION

ADDRESS

PHONE #

EMAIL

WEBSITE

EVENT DAY CONTACT NAME AND PHONE #

## VENDOR DETAILS (PLEASE ATTACH PHOTO OF YOUR BOOTH SET UP WITH YOUR APPLICATION)

PROPOSED SALE/DISPLAY ITEMS

DESCRIPTION (if necessary)

PRICE

MPRB, producers of the Minneapolis International Festival, reserves the right to deny sale of any products. Vendors will be notified of any changes by MPRB. Any new products not listed above must be approved in writing by MPRB one-week prior to the event date.

PREVIOUS EVENT EXPERIENCE (Please list previous events you have participated and a contact person for an event reference)

EVENT

EVENT

CONTACT

PHONE/EMAIL

CONTACT

PHONE/EMAIL

SET UP DETAILS:

HEIGHT

WIDTH

## COST

LOCATION

DATE

TIME

COST

ESTIMATED ATTENDANCE

\*SEE ATTACHED MAP

Central Gym  
3400 Fourth Ave. S.

December 8 1 pm to 5 pm

\$50\*

1,500 +

Vendors will be provided with an 8-foot table and two chairs.

TOTAL VENDOR FEE \_\_\_\_\_

PAYMENT: \_\_\_\_\_ CASH \_\_\_\_\_ CHECK (CHECK # \_\_\_\_\_) Make checks out to : Minneapolis Finance Department \_\_\_\_\_ CREDIT CARD

Name: \_\_\_\_\_ Card # \_\_\_\_\_ Expiration Date: \_\_\_\_\_

Cardholder Signature: \_\_\_\_\_ Billing Address: \_\_\_\_\_

## APPLICATION PROCESS

2019

### Checklist for submitting application:

- Attached application completed in its entirety
- Photograph of your booth and surrounding area

Please mail or email completed applications and fees to Aaron Briner **no later than November 8th** at:

2117 West River Road **OR** [abriner@minneapolisparks.org](mailto:abriner@minneapolisparks.org)  
Minneapolis, MN 55411  
*Please make checks out to: Minneapolis Finance Department*

## CANCELLATION POLICY

If you have to cancel your commitment to us after November 24, 2019 we will retain your \$50 exhibitor/vendor fee.

## SET-UP DETAILS

All vendors must be set up no later than 12:30 pm on the day of the event and be ready to receive participants at 1:00 PM when the event begins. If you arrive on-site after 12:30 pm event management has the right to refuse your participation in the event and keep your full fee. All vendors must be operational during the event hours from 1pm- 5 pm, leaving before the end of the event will result in the forfeiture of the opportunity to be involved in future events.

## CLEAN UP

The area surrounding your booth must be kept clean. All trash, including boxes must be removed. Trash, oil, grease and gray water must be placed in the appropriate containers with boxes broken down flat for recycling purposes.

## BOOTH APPEARANCE

Signage must be professional. The event management reserves the right to remove inappropriate signage. No music or other auditory programming is allowed to be played from or in vendor vehicles or booth areas during the event.

## IDEMNIFICATION AGREEMENT

This agreement is not valid until both the vendor and the MPRB representative of the Minneapolis International Festival sign and date this page of the agreement. I agree to indemnify and hold harmless MPRB, Minneapolis International Festival and the City of Minneapolis, their affiliates, all volunteer members, contracted staff, event sponsors, and all their officers, agents and their employees for damage, injury or loss to any person or property related to my participation in the Minneapolis International Festival. This document is a contract between the vendor and the MPRB for vending during the Minneapolis International Festival. All vendors must abide by this contract. Failure to comply with the terms listed above will result in the forfeiture of your \$50 vendor fee.

I have read, understood and agreed to the conditions stated in this application and have provided truthful and complete information.

\_\_\_\_\_  
Authorized Vendor Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Authorized MPRB Signature

\_\_\_\_\_  
Date