



# Bay Point Park Non-Profit Booth Vendor Application August 4-6, 2017

Business Name: \_\_\_\_\_  
 Contact Person: \_\_\_\_\_ Today's Date: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Phone: \_\_\_\_\_ Email: \_\_\_\_\_  
 Website: \_\_\_\_\_  
 Activity: \_\_\_\_\_  
 Which day/s do you intend to exhibit? Friday \_\_\_\_\_ Saturday \_\_\_\_\_ Sunday \_\_\_\_\_

**Please complete form above and mail the following:**

- ✓ Booth size is a 10' x 10' space. As a non-profit organization, there is no charge to have a booth at this event. However, items cannot be sold. Also, items cannot be given away if they compete with other vendors (food and/or commercial vendors).
- ✓ Proof of insurance for current year to include dates of event.

**Weather:** Bring protective covering. This is an outside festival.

**Set Up Times:** Friday, August 4—10AM-3PM; Saturday & Sunday, August 5 & 6—8-10AM

**Event Times:** Friday, August 4—4PM-9PM; Saturday, August 5—10AM-9PM; Sunday, August 6—Noon-6PM. As a Vendor, you can extend your hours longer if you want, but not shorter because we publish these times as festival hours.

**Location:** Bay Point Park (**Directions from the Twin Cities:** Take Hwy. 61 toward Red Wing. Turn left on County Road #1 (Bench Street), go to stop sign, turn right on Old West Main Street. Go to stop sign, turn left on Levee Road. Drive approximately ½ mile, Bay Park is on the left. **Directions from Winona:** Take Hwy. 61 to Broad Street (YMCA on right), turn right. Drive toward river, take left on Levee Road. Follow Levee Road approximately ½ mile, Bay Point Park is on the right.)

Call the Park Manager, Krista Huron at 651-380-8359 for a meeting time and setup location in park on Friday.

Some electricity is available but not guaranteed.

**Mail application to:**

River City Days  
 c/o Red Wing Area Chamber of Commerce  
 439 Main Street  
 Red Wing, MN 55066  
 651-388-4719  
 Email: tammy@redwingchamber.com  
 Website: rivercitydays.org

Read the information on the back before completing this certificate. Person selling at event: Complete this certificate and give it to the operator/organizer of the event. Operator/organizer of event: Keep this certificate for your records.

Do not send this form to the Department of Revenue.

Print or type	Name of business selling or exhibiting at event		Minnesota tax ID number	
	Seller's complete address		City	State      Zip code
	Name of person or group organizing event <b>Red Wing Area Chamber of Commerce</b>			
	Name and location of event <b>River City Dava Bav Point Park Vendors, Bav Point Park, Red Wing, MN 55066</b>			
	Date(s) of event <b>August 4-6, 2017</b>			

Merchandise sold	Describe the type of merchandise you plan to sell.

Sales tax exemption information	Complete this section if you are not required to have a Minnesota tax ID number.
	<input type="checkbox"/> I am selling only nontaxable items.
	<input type="checkbox"/> I am not making any sales at the event.
	<input type="checkbox"/> I participate in a direct selling plan, selling for _____ (name of company), and the home office or top distributor has a Minnesota tax ID number and remits the sales tax on my behalf.
	<input type="checkbox"/> This is a nonprofit organization that meets the exemption requirements described below: _____ Candy sold for fundraising purposes by a nonprofit organization that provides educational and social activities for young people primarily aged 18 and under (MS 297A.70, subd. 13[a][4]). _____ Youth or senior citizen group with fundraising receipts up to \$20,000 per year (\$10,000 or less before January 1, 2015) (MS 297A.70, subd. 13[b][1]). _____ A nonprofit organization that meets all the criteria set forth in MS 297A.70, subd. 14 .

Sign here	<i>I declare that the information on this certificate is true and correct to the best of my knowledge and belief and that I am authorized to sign this form.</i>	
	Signature of seller	Print name here
	Date	Daytime phone

PENALTY — Operators who do not have Form ST19 or a similar written document from sellers can be fined a penalty of \$100 for each seller that is not in compliance for each day of the selling event. (Rev. 4/15)

# Information for sellers and event operators

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Operators/organizers of craft, antique, coin, stamp or comic book shows; flea markets; convention exhibit areas; or similar events are required by Minnesota law to get written evidence that persons who do business at the show or event have a valid Minnesota tax ID number.

If a seller is not required to have a Minnesota tax ID number, the seller must give the operator a written statement that items offered for sale are not subject to sales tax.

All operators (including operators of community sponsored events and nonprofit organizations) must obtain written evidence from sellers.

Certain individual sellers are not required to register to collect sales tax if they qualify for the isolated and occasional sales exemption. To qualify, all the following conditions must be met:

- The seller participates in only one event per calendar year that lasts no more than three days;
- The seller makes sales of \$500 or less during the calendar year; and
- The seller provides a written statement to that effect, and includes the seller's name, address and telephone number.

This isolated and occasional sales provision applies to individuals only. It does not apply to businesses.

## Sales tax registration

To register for a Minnesota tax ID number, call 651-282-5225.

A registration application (Form ABR) is also available on our website at [www.revenue.state.mn.us](http://www.revenue.state.mn.us).

## Information and assistance

If you have questions or want fact sheets on specific sales tax topics, call 651-296-6181.

Most sales tax forms and fact sheets are also available on our website at [www.revenue.state.mn.us](http://www.revenue.state.mn.us).

For information related to sellers and event operators, see Fact Sheet #148, *Selling Event Exhibitors and Operators*. We'll provide information in other formats upon request to persons with disabilities.