

# 2024 Artist & Vendor Rules & Regulations

A completed and signed application, which is required to be considered for admittance to the 2024 Hairy Mosquito Trading Company Events, indicates that the Artist/Vendor has read and agrees to abide by these Rules & Regulations.

**Please read this document thoroughly before *printing* and submitting your application.**

Artists/Vendors are required to be open during event hours.

All Events are held rain or shine. Failure to abide by this requirement may result in ineligibility for future festivals. Please contact staff to avoid ineligibility.

- ❑ Handcrafted items only; except for Flea Markets
- ❑ Selling from areas other than your registered exhibit space, hawking or soliciting passersby is not allowed.



## **Application Process:**

Applications and fee payments are to be submitted with your name and contact information clearly posted. No immediate confirmation will be issued upon receipt of an application.

Applications must be complete, signed and accompanied by the appropriate fees. (pictures of your work may be requested and can be emailed to [hairymosquito@hotmail.com](mailto:hairymosquito@hotmail.com) or via Facebook. Applicants will be notified of their status.

## **Fees:**

Non-refundable application fee: \$15.00

Entry fee: \$60.00 per space for first and second space(s) and \$30.00 per space for additional third, fourth and fifth space in the same location. *\*Ask about a pre-registered discount on future events.*

## **Refunds:**

The Hairy Mosquito Trading Company Event Space Fee, minus a \$15.00 application fee, is refundable two weeks prior to the Event. Anyone who finds it necessary to cancel out of an Event and wishes to request a refund must do so in writing.

## **Exhibitor Spaces:**

The Exhibitor spaces are 14' x 14'. Canopies must be adaptable to lawn or hard surfaces. There are no guarantees regarding preference for space locations.

NOTE: Artists/Vendors cannot sell part or all their space to another exhibitor.

**Spaces are for merchandise sales. Do not purchase a booth space and expect to park your car or trailer in it.**

**\*Exceptions can be requested by contacting us.**

## **Cancellations**

If an Artist/Vendor finds it necessary to cancel out of a Hairy Mosquito Trading Company Event, the Hairy Mosquito Trading Company Manager, or other staff assigned by the manager, must be notified immediately. Exhibitors may not transfer or sell their space to anyone. Please see the **Refunds** section of these Rules and Regulations for more information.

## **Set-up:**

Set-up is not allowed before 8 am on the Event Day. Exceptions can be requested by contacting us.

Artists/Vendors must not block doors, walkways, signs or Hairy Mosquito Trading Company sales / merchandise areas.

**All vehicles must be unloaded and away from the exhibit areas before 10 am both Saturday and Sunday. Vehicles shall not return to the booth area until after official closing time each day.**

Each Artist/Vendor is responsible for their own display materials, including tables, chairs, canopies, backdrops, as well as rain and sun protection.

Artist/Vendors are responsible for their own security measures, including night security, Liability is the responsibility of the Artist/Vendor.

Electricity is not provided for Artists/Vendors. There are only two powered spaces, normally reserved for Food Vendors. If you need power, please let us know two weeks prior to the Event and we will try our best to accommodate.

Prohibited - Any noise generating mechanical or electromechanical device(s) that produces sound levels that cause difficulty for Artists/Vendors and attendees to communicate in a reasonable manner. **Generators are permitted but may affect your booth placement.** Attention will also be paid to exhaust or smoke producing equipment or devices and its effect on nearby Artists/Vendors and/or their products. The Hairy Mosquito Trading Company staff and the officials will have final say on what is acceptable.

## **Food Vendors**

All Vendors selling food products must have a MN Dept of Health License or MN Dept of Agriculture Mobile Food Handling License and comply with all requirements provided by their licensing agency. **\*Ice cream vendors will not be allowed, as this is in direct competition with the Hairy Mosquito Trading Company.**

## **Violations**

Any violation of the Rules & Regulations, MN Sales Tax Law, MN Dept of Agriculture, MN Dept of Health, Mille Lacs County Ordinance, or a material misrepresentation on the application shall suffice for the sponsor to elect to immediately close the Artist/Vendor and/or deny them the right to return to the Hairy Mosquito Trading Company Event(s) in the future.