



## 2024 ARTIST APPLICATION

FRIDAY & SATURDAY – May 31 & June 1 2024

Applications must be postmarked by **March 1, 2024**

In order to receive Early Bird rate  
**Mail to: Historic Holmes Theatre – Street Faire,  
 806 Summit Ave , Detroit Lakes, MN 56501.**  
*Checks must be payable to: Historic Holmes Theatre*

**Check one:**  NEW ARTIST (submit 4 images for jury)  RETURNING ARTIST (no images required)

Personal Identification Number: (last 4 digits of social security number) \_\_\_\_\_

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

E-mail: \_\_\_\_\_ Website: \_\_\_\_\_

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

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Vehicle License Plate Number \_\_\_\_\_ Trailer License Plate Number \_\_\_\_\_

Booth size: (select one)	Booth Size & Corner Booth:	Booth Preferences: (select one)
___ 11x11 Outdoor Booth @ \$175 if postmarked by 3/1 @ \$235 if postmarked after 3/1	___ 33 x 11 Outdoor Booth @ \$525 if postmarked by 3/1 @ \$705 if postmarked after 3/1	___ Center booth <b>(booth layout must have openings on two sides)</b>
___ 22 x 11 Outdoor Booth @ \$350 if postmarked by 3/1 @ \$470 if postmarked after 3/1	___ Corner Booth Request @ \$60 (separate check)	___ Curbside booth (1 side open) <b>NOTE: Power is NOT available and generators are NOT allowed. Artist must be open both Friday AND Saturday all day.</b>
___ Featured Artist on our Website @ \$50 postmark by 3/1	Includes name, 1 image of artwork, general description & link to your website and one dedicated Facebook post highlighting you as a featured artist.	

Preferred booth location or other special request: \_\_\_\_\_

**Please check one category for your work. (Separate application per media please)**

- |                          |                       |                     |                     |
|--------------------------|-----------------------|---------------------|---------------------|
| ___ Handmade Clothing    | ___ Enhanced Clothing | ___ Pottery/Ceramic | ___ Sculptures      |
| ___ Painting/Drawing     | ___ Jewelry           | ___ Glass/Porcelain | ___ Woodwork        |
| ___ Furniture            | ___ Natural           | ___ Floral          | ___ Textiles/Fibers |
| ___ Photography/Graphics | ___ Confections       | ___ Repurposed Art  | ___ Metalwork       |

**General Description of your work must be included (to be used on website artist listing.)**

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

**Jury Image Descriptions (for New Artists only) NOTE: these are included on juror score sheets:**

Image 1: \_\_\_\_\_ Image 2: \_\_\_\_\_

Image 3: \_\_\_\_\_ Image 4: booth display

**Which of the following fits the status of your Certificate of Insurance?**

- Certificate of Insurance enclosed with application
- Will send my certificate of insurance by MAY 1
- My insurance expires \_\_\_\_\_. I will send a Certificate as soon as a new one is available.

Minnesota Sales Tax Permit Number \_\_\_\_\_ (You must have State of Minnesota Sales Tax Permit Number to participate.)

**At registration, please present the following:**

- Photo ID
- Confirm vehicle license plates #s match the #s provided above

**Your signature binds you to the following RULES & REGULATIONS:**

1. I affirm that all work displayed or sold at my booth is of my own design and created by me, I will maintain inventory sufficient to cover anticipated sales **and be present both days of the event.**
2. I have secured any necessary permits or licenses for the use of any copyrighted or trademark materials and indemnify Street Faire at the Lakes and any of its agents from any claims of infringement.
3. I agree to register between 6-8 pm Thursday and 6:30-9 am Friday and have my booth completely set-up by 9:30 am Friday and I understand early closing or tear-down is not permitted. If I fail to set-up on time or tear-down early, I understand I will be required to re-jury and will lose priority in future booth assignment.
4. I grant permission to Street Faire at the Lakes to use images of my work to promote the event without compensation.
5. I understand I am totally responsible for my booth and exhibited property, including all set-up, display, sales, security, tear-down **and disposal of trash\***. I release the Historic Holmes Theatre, Street Faire at the Lakes volunteers and agents from all responsibility for any loss, damage or theft of my work or other materials. [\*includes all toothpicks, Qtips, Zipties, etc or will be subject to re-jury & lose booth assignment.]
6. Any proceeds derived from the sale of my product are entirely mine and I am solely responsible for collecting and submitting any applicable sales taxes.
7. I agree not to use drugs or alcohol on event grounds; I will not play loud music or other irritating sounds in my booth, nor will I disturb or harass fellow exhibitors in any way.
8. I understand a \$50 service charge will be assessed for any NSF checks and after April 30<sup>th</sup>, all fees are non-refundable.

**All information provided in this application is correct. I have read the application and agree to abide by its content. I agree to indemnify and hold harmless the Historic Holmes Theatre and its employees, volunteers, the City of Detroit Lakes and private property owners from any loss or liability that may arise as a result from my entry in the Street Faire at the Lakes and will provide a "Certificate of General Liability Insurance" with at least \$500,000 coverage listing Street Faire at the Lakes as additional insured.**

**Applicant's Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

Signature is required in order to become an exhibitor in the Street Faire at the Lakes.

**Thank you for being part of the 24<sup>th</sup> Annual  
Street Faire at the Lakes!  
We look forward to seeing you!**



# Operator Certificate of Compliance

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			
	Name and location of event			
	Date(s) of event			

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:
	<p>_____ 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]).</p> <p>_____ 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]).</p> <p>_____ A nonprofit organization that meets all the criteria set forth in MS 297A.70, subd. 14.</p>

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.

## 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.