



Greetings from the Spirit Valley Days Committee,

Planning for the 2017 Spirit Valley Days festival is underway. We've made a few significant changes to this year's festival that you should be aware of. This year we've again decided on a later start time of 5:00 p.m. If you would like to be open over the lunch hour, you're welcome to. However, there will not be any entertainment or other activities planned during this time.

Also, the Street Dance area will be slightly smaller than previous years (From Grand Ave. to the Pioneer Bank Drive Through); the Car Show will be held on Grand Ave. rather than in the Valley Center Mall parking lot which should provide more festival parking for spectators; and Saturday's Family Day activities will move to the evening and conclude with a movie in the park.

As always, we strive to minimize duplication - preference will given to those vendors who've attended the event in previous years - all others are on a first-come first-serve basis.

To facilitate planning and to encourage early registration. Applications are due by July 15th. Fees will increase after this date, so early registration is strongly encouraged. All vendor information, application materials and festival information can be found online at www.spiritvalleydays.com/vendors/.

Location: West Duluth, Ramsey Street & 56th Ave. W. between Grand Ave. and N. Central Entrance.

Set Up Time: Wednesday, August 2nd - Food Vendors - 8:00 a.m. - Noon / All Others: Noon - 4:00 pm.

Recommended times for Art, Craft and Vendor Sales:

Wednesday August 2nd 5:00 p.m. - 10:00 p.m.

Thursday August 3rd 5:00 p.m. - 10:00 p.m.

Friday August 4th 5:00 p.m. - 10:00 p.m. - **OUTSIDE** OF THE STREET DANCE AREA

***Friday** August 4th 5:00 p.m. - 1:00 a.m. - **INSIDE** OF THE STREET DANCE AREA

***On Friday the entrances will be blocked for the street dance at 5:00 p.m. No vehicles will be allowed to enter or exit after this time. You must stay until the conclusion of the Street Dance at 1:00 a.m.**

Saturday August 5th 5:00 p.m. - 11:00 p.m. (after 8 pm vendors may leave at their discretion)

Saturday vending opportunities requires a move of two blocks to the Family Day activities in Memorial Park.

This year we have added the ability to use PayPal as an option for payment through the website, you may also mail your application materials and make your payment by check or money order.

If you have additional questions contact Ivan Hohnstadt at 218-391-3696 or email advisemarketing@gmail.com.

Sincerely,

Ivan Hohnstadt
Spirit Valley Days Coordinator

**Spirit Valley Days - P.O. Box 7091 - Duluth, MN 55807 - www.spiritvalleydays.com
Ivan Hohnstadt - Coordinator - 218-391-3696 - advisemarketing@gmail.com**



Food Vendor Application - Spirit Valley Days 2017

Spirit Valley Days 2017 will be celebrated Wednesday August 2nd through August 6th.

Name of Business/Organization: _____ Contact Name: _____

Address: _____

Phone: _____ Email: _____

Description of product(s): _____

By submitting this application you agree to the following:

1. Without exception granted by the Spirit Valley Days Committee, food vendors are to be open for business, a minimum of these dates and times:

Wednesday	August 2nd	5:00 p.m. - 10:00 p.m.	
Thursday	August 3rd	5:00 p.m. - 10:00 p.m.	
Friday	August 4th	5:00 p.m. - 10:00 p.m.	OUTSIDE STREET DANCE AREA
Friday	August 4th	5:00 p.m. - 1:00 a.m., Aug. 5th. -	INSIDE STREET DANCE AREA
Saturday (Optional)	August 5th	5:00 p.m. - 8:00 p.m.	

****On Friday the entrances will be blocked for the street dance at 5:00 p.m. No vehicles will be allowed to enter or exit after this time. You must stay until the conclusion of the Street Dance at 1:00 a.m.**

Set Up available 8:00 a.m. - 12:00 p.m. Wednesday, August 2nd.

2. Minnesota and Duluth Sales Tax remittance and St. Louis County Health Certification are the responsibility of the vendor.
3. Vendors must provide all tables, tents, equipment, power-cords, paper-products, ice, food and beverage products for resale. The Spirit Valley Day's committee will provide power and garbage receptacles.
4. Participation in Spirit Valley Day's is at your own risk. You agree to hold harmless and indemnify the Spirit Valley Days Committee and the West Duluth Business Club for all liability, property damage and loss. Vendors are required to submit proof of liability insurance with this application.

Applications and payment must be received to be considered. Cancellations after 6/30/2017 will not be refunded.

Food vendor fees are based on the amount of power required and when payment is received:

110 volt electrical service if paid:

by 7/15/17 = \$295; between 7/16/17 and 7/29/17 = \$345; after 7/29/17 = \$395

220 volt electrical service if paid:

by 7/15/17 = \$395; between 7/16/17 and 7/29/17 = \$445; after 7/29/17 = \$495

Please mail this application with, proof of insurance and a check or money order payable to Spirit Valley Days, P.O. Box 7091 Duluth, MN 55807. Payment by PayPal is also an option through the website and application materials may also be emailed to advisemarketing@gmail.com. You may also mail your application materials and make your payment by check or money order.

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West Duluth Business Club - 2017 Spirit Valley Days Food Vendor Rental Agreement

Effective Dates: August 2nd through August 6th, 2017

Location: Ramsey Street between N. Central Ave. and 57th Ave. W. in West Duluth.

Family Day activities will take place Saturday, August 5th in Memorial Park, adjacent to Grand Ave.

The West Duluth Business Club (WDBC) Spirit Valley Days (SVD) Rental Agreement (herein "Agreement") is made as the dates set forth above, by and between the Spirit Valley Days Committee and

(Vendor name) _____ (herein, "Exhibitor").

Article 1. Premises

SVD is authorized to use the streets and sidewalks assigned by the City of Duluth and surrounding Businesses of West Duluth for the Spirit Valley Days festival. WDBC agrees to rent space on the premises to the exhibitor. The exhibitor will be assigned booth(s), the location(s) of which will be indicated on a map attached to your confirmation letter.

Article 2. Term

The term of this agreement shall begin on August 2nd, 2017 at the Exhibitor's set up time as assigned in Article 5 and ending on August 6th, 2017 at 11:59 p.m.

Article 3. Rent

Fixed Rent. Food vendor rent is based on the amount of power required and when payment is received:

1. **110 volt electrical service if paid:** by 7/15/17 = \$295; between 7/16/17 and 7/29/17 = \$345; after 7/29/17 = \$395
2. **220 volt electrical service if paid:** by 7/15/17 = \$395; between 7/16/17 and 7/29/17 = \$445; after 7/29/17 = \$495

Article 4. Liability

WDBC shall not be liable in damages or otherwise for the interruption or impairment of the furnishing of any supplies or services. WDBC shall not be liable in damages or otherwise, or in any way guarantee to the exhibitor, sales or customers. Exhibitor shall be solely responsible for any and all defects in its merchandise. WDBC reserves the right, in its discretion, to release exhibitors contact information. Exhibitor shall be solely responsible for reporting its own sales tax, and any and all other taxes.

Article 5. Conduct of Exhibitor

Use of Premises. Exhibitor shall not use the premises for any unlawful purpose, and will comply with all rules and policies of the City of Duluth and WDBC and all present and future laws, ordinances, regulations and orders of all government units having jurisdiction over the premises.

- A. Exhibitor agrees that it shall set up its booth on August 3rd between 8 a.m. and 12:00 p.m. and be ready for operation at 5:00 p.m. on August 2nd, 3rd and 4th. Optional setup for a booth at Memorial Park on August 5th is 4:00 p.m. to be ready for operation at 5:00 p.m.

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- B. Exhibitor agrees that its booth shall not be taken down until 9:00 p.m. on August 2nd and 3rd. Exhibitor agrees to either stay until the conclusion of the street dance activities at 1:00 a.m. August 5th or that its booth shall be setup outside of the Street Dance area and shall not be taken down until 9:00 p.m. Take down on August 5th at the Memorial Park Family Day activities will be at the vendor's discretion.
- C. Exhibitor agrees that it shall contain its business and merchandise to its assigned booth space. WDBC reserves the right to charge exhibitor for additional square footage used by the exhibitor.

Article 6. Insurance

Insurance. Exhibitor agrees to be responsible for a policy of insurance. Insuring exhibitor from all claims, demands or actions for injury or death and for damage to property due to the conduct and operation of exhibitor's business on the premises.

Article 7. Cancellation

The exhibitor will be entitled to no refund of its payment for cancellation of participation. If the event must be cancelled for any reason outside of WDBC's control, WDBC reserves the right to retain all amounts paid by the Exhibitor.

Article 8. Assignments and Subletting

Exhibitor shall not assign, transfer or sublet this agreement without the previous written consent of WDBC.

Article 9. Miscellaneous

This agreement shall be governed and constructed according to the laws of the State of Minnesota.

IN WITNESS WHEREOF, the parties hereto have executed this agreement. West Duluth Business Club, Spirit Valley Days Committee;

By _____ Date _____
Ivan Hohnstadt, Spirit Valley Days Coordinator

Exhibitor/Business Name Date

Authorized Contact Person Title

Signature

Address City, State Zip Code

Phone Number (required) Email Address (required)

Please return a completed copy of this agreement to: Spirit Valley Days, P.O. Box 7091, Duluth, MN 55807

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