



2014 APPLICATION

Wednesday, August 6, 2014

4-8 p.m.

St. Francis Campus, Little Falls, MN

Green Fair Exhibit Criteria

Our desire is to provide information and ideas of how we can all make differences that will benefit our earth.

As a business member, educator, artist or non-profit group, we invite you to exhibit your "green and sustainable" products and services or to promote your earth-friendly message to the public at this event, free of charge. You'll have a chance to connect with residents in our area who are looking for ways to adopt more eco-friendly lifestyles and consumer choices.

We ask that exhibitors meet at least one of the following "environmentally sustainable criteria":

- Education/promotion of environmental values
- Energy efficient/renewable energy
- Conserves/protects water and/or air
- Less toxic/plant based products
- Locally/regionally produced products
- Reduces waste; durable/reusable items
- Recycled content
- Organic
- Health & wellness
- Art
- Food

Name: _____ Business Name (if different): _____

Address: _____

Phone: _____ Cell: _____ Other: _____

Email: _____ Website: _____

Describe your exhibit and include which "green and sustainable" criteria you meet as stated above:

Type of booth: ☐ Education ☐ Commercial ☐ Artist ☐ Food

BOOTH INFO: Booth space is defined as 10' x 10' and canopies must be adaptable to hard-topped or lawn surfaces. You are responsible for your own display materials including tables, chairs, canopies, backdrops, rain and sun protection. Please keep all displays, inventory, boxes, product, etc., contained within your booth space. Electricity is available for food vendors ONLY. You will be contacted with a set-up time. For safety reasons, you are asked to stay and exhibit from 4-8 p.m. No vehicles will be allowed in the vendor space until 8 p.m.

Please help sponsor the GFFF (details on back): ☐ Level 1 (\$40) ☐ Level 2 (\$100) ☐ Level 3 (\$200)

I/We agree to indemnify and hold harmless the Franciscan Sisters of Little Falls, Minnesota, staff members and volunteers from any loss or liability that may arise as a result of my entry in the event. Registration is due by July 1, 2014. Late registrations may be accepted dependent on space, but are not guaranteed inclusion in the event booklet.

Signed: _____ on (date) _____

Position _____ for (organization) _____

Please note that this application does not guarantee acceptance. If there are concerns, you will be contacted for additional details.

A GFFF booklet is printed listing all of the vendors free of charge. The event is also free for vendors, musicians and the public and we want to keep it that way. If you would like to help support the event as a sponsor, here is what you will get:	Sponsorship Levels		
	Level 1 \$40	Level 2 \$100	Level 3 \$200
Block ad in the GFFF event booklet (logo and contact info.)	X		
½ page ad in the GFFF event booklet (4 ¾" w x 3 ¾" h)		X	
Full page ad in the GFFF event booklet (4 ¾" w x 7 ¾" h)			X
Name on event poster, web page and Facebook page		X	
Logo on GFFF web page, event poster and Facebook page			X
ACCEPTED FILE TYPES: <ul style="list-style-type: none"> • Ad copy and fee must accompany the application. • Logos must be a high-resolution, large file. • Accepted files include PDF, EPS, JPG. <u>Logo images copied from the internet will not be accepted nor will images placed in MS Word or MS Publisher documents.</u> • Display ready ads should be PDF, JPG, EPS, or InDesign files. JPG files must be 300dpi resolution. • Email ad materials to Kari Ross at kross@fslf.org • Questions regarding ads should be directed to Kari at 320-632-0600. 			

REGULATIONS:

1. We are required by Minnesota law to get written evidence that persons who do business at the GFFF have a valid Minnesota tax ID number. If a seller is not required to have a Minnesota tax ID number, the seller must give GFFF a written statement that items offered for sale are not subject to sales tax. You may find Form ST19, Operator Certificate of Compliance at www.taxes.state.mn.us.
2. If you are preparing food on site, please fax a copy of your Food Vendor Permit and bring it with you. Proof of Liability Insurance required.
3. **FOOD VENDOR PERMITTING: This was not a requirement for previous years but is now required without exception.** All vendors selling processed and packaged food products must have a MN Department of Agriculture Mobile Food Handling license and comply with all necessary requirements provided by the Dept. of Ag. This includes hand-washing and food handling requirements for those who give samples during the GFFF. You may get more information by contacting Michelle Warnberg with Morrison County Public Health at 320-632-0343, or michellew@co.morrison.mn.us.
4. In the event of inclement weather or such emergencies that could prevent the GFFF from happening, GFFF will retain Exhibitor's payments for expense compensation.
5. The GFFF is a smoke-free event. Exhibitors agree to conduct themselves in a respectful, cooperative manner. Any behavior deemed inappropriate by GFFF may result in expulsion. Furthermore, any exhibitor deemed to be causing a scene, lecturing, making political statements or using this event as an avenue for radical display will be expelled.
6. In an effort to make this a family-friendly event, people who violate these rules will be asked to leave.



FRANCISCAN SISTERS
OF LITTLE FALLS, MINNESOTA

Mail, fax or email application by July 1, 2014 to:

Anne Heisick, 116 8th Ave SE, Little Falls, MN 56345 * aheisick@fslf.org

Fax: 320-632-1714 * Phone: 320-632-0614

Visit us at: www.fslf.org/pages/greenfair or facebook.com/greenfairfolkfestival