

2010 Rosemount Leprechaun Days

MID-SUMMER FAIRE

at Rosemount's Central Park

Vendor Registration Form

Name of Business/Organization: _____

Contact Person _____ E-mail _____

Home Phone _____ Work Phone _____ Cell Number _____

Address: _____

City _____ State _____ Zip Code _____

Type of Merchandise/Food/Service: What will you be selling? (Please be exact.) The Mid-Summer Faire Committee reserves the right to deny inappropriate merchandise, food or services prior to and the day of the events.

SITES & FEES: Sites are 14' W x 10' D (The charge for additional feet in width will be sold at \$10.00 per foot at a maximum of 9 feet.)

Organizations/youth groups, selling non-food items	\$100 per site
Organizations/youth groups, selling food	\$150 per site
Rosemount Commercial, selling non-food items	\$150 per site
Rosemount Commercial, selling food	\$200 per site
Non-Rosemount Commercial, selling non-food items	\$200 per site
Non-Rosemount Commercial, selling food items	\$300 per site
Vendors/Organizations/Youth Groups purchasing a roaming permit to sell items throughout the entire Midsummer Faire/Leprechaun Days event.....	\$100 plus site fee

Is your display a: (please circle one) Booth/Tent Trailer Other

What are the measurements of your display/trailer? _____ 'W by _____ 'D.

If you have a trailer, include the tongue in your measurement if it will run along the front of your display. Your entrance and exits from your display site may not encroach into other display sites.

Sites needed: _____ at \$ _____ + (_____ additional feet @ \$10.00 per foot = \$ _____) = \$ _____

ELECTRICAL USE: You must also complete the attached Electrical Use Form if you require electricity.

Fee: 120 v service @ 20 amps = \$20/outlet. No. of 120 service outlets _____ at \$20/outlet = \$ _____
Fee: 220 v service* = \$100/outlet. No. of 220 service outlets _____ at \$100/outlet = \$ _____
*Only 5 - 220 v outlets available on the grounds, 3 at 30 amps and 2 at 50 amps.

Site fee: _____ + Electrical fee: _____ + Roaming fee: _____ = \$ _____

RETURN FORM AND FEE BY MAY 12 TO: Leprechaun Days - Mid-Summer Faire
P.O. Box 256
Rosemount, MN 55068

IMPORTANT INFORMATION

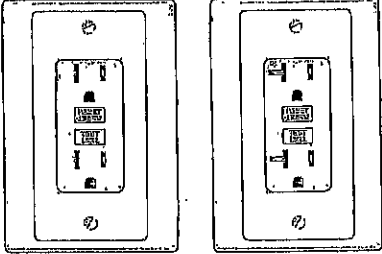


- Display sites will be marked and numbered. Set up time for Friday is from 8:00 a.m. to 2:00 p.m. and Saturday from 9:00 a.m. to Noon. Vehicles will not be allowed in the parking lot after the set up time is over. Vehicles must be moved from booth space as soon as possible during setup and not block driveway.
- Food vendors must have a special events license from the State of Minnesota. The inspector will be here to verify permits and inspect your operations. To obtain the Special Events License (if selling food or beverage) from the Minnesota Department of Health. To receive information or an application call (651) 632-5146.
- Each vendor must supply their own tent/canopy, tables, chairs, lights, extension cords with disconnect box, trash cans and any equipment required by the State Health and Electrical inspectors. The Committee does not coordinate any contacts with tent/canopy rental companies.
- Electrical inspections will be done by a state inspector. The electrical inspector will be available on site to issue a one-time permit or a state permit on the day of set up between the hours of noon and 3 p.m. Household extension cords and household appliances are not allowed. Extension cords and appliances must be rated for commercial use. Electrical plug-ins and extension cords must be UL approved and meet requirements of the State Electrical inspector. If you have questions about your inspection call Dave Jacobson, State Electrical Inspector at 651-459-5158. Please call between 7:00 a.m. – 8:30 am. No electrical use without permit and inspection. **Do not call Rosemount City Hall with electrical questions!**
- Overhead lighting is limited, so you may need to bring your own lights.
- Some vendors may need to have a fire extinguisher in their booth. Please check with the Rosemount Fire Marshal at (651) 322-2027.
- Each vendor must comply with all of the provisions listed on the “Notice to All Mid Summer Faire Vendors”.

CHECK OFF LIST

- Will you pass the electrical inspection done by the State of Minnesota?
- If you are a food vendor, did you complete and return the Minnesota Department of Health Special Events License Application and will you pass the inspection?
- Did you keep a copy of your registration forms?

If you have any questions, please call Jerry Little, Mid-Summer Faire Chairperson, at 651-344-2299 or Sonja Honl, Rosemount Parks and Recreation Department, at 651-322-6010.

Available Electrical Outlets

 <p>15/20 amp service 27 available</p>	 <p>30 amp service 1 available</p>	 <p>50 amp service 4 available</p>
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