

51st Annual **Dassel-Cokato** **CRAFT FAIR**

Saturday, November 2, 2024 • 9:00 am-2:00 pm • Dassel-Cokato High School
ONLY HANDCRAFTED ITEMS ALLOWED

Our craft fair is a fundraiser sponsored by the Dassel-Cokato Early Childhood Advisory Council, a group of volunteer parents supporting Early Childhood Programming in Dassel-Cokato. ALL proceeds from booth fees & kitchen food sales go directly to support community early literacy enhancements, Play and Learn Preschool and Early Childhood Family Education (ECFE) scholarships, classroom needs, playground upkeep, community outreach and more. **Thank you for making this possible!**

REGISTRATION:

- Accepted first come first serve until full.
- **ALL ITEMS SOLD MUST BE HANDCRAFTED.**
- *There are no restrictions on the number of sellers with the same craft item type.* We do our best to not place similar items next to one another, however at times it is unavoidable.
- Booth fees are non-refundable after Sept. 30 2024.

FORM ST-19 OPERATOR CERTIFICATE OF COMPLIANCE:

- Required by Minnesota law for all vendors.
- Please direct sales tax questions to the MN Department of Revenue, 1-800-657-3777.
- Vendors qualifying for the isolated and occasional sales exemption should include a written statement with their application.

BOOTH LOCATION/SET-UP:

- Booth fees are for booth space only; tables are NOT provided. Folding chairs will be available.
- Booth locations will be emailed to vendors 2 days prior to the event.

SET-UP & TAKE-DOWN:

- Vendor set-up is available Friday, Nov. 1, 5:00-7:30 pm and Saturday, Nov. 2, 6:30-8:45 am.
- Thousands of shoppers attend. Booths are required be set-up so that shoppers step out of the aisle and into your booth to shop. *Preferred booth set-up is a "U", where shoppers step into the "U" to shop.* If a table must face the aisle it is required to be a minimum of 2 feet into your booth, away from the aisle.
- Take-Down begins Saturday at 2:00 pm, no early closing allowed. All vendors must be packed up and out of the building no later than 4:00 pm.

Questions? Contact Krista at 320-286-4100 ext. 1033 or krista.cates@dc.k12.mn.us

We look forward to seeing everyone Saturday, November 2 for the 51st Annual Craft Fair!

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Dassel-Cokato
CRAFT FAIR

Dassel-Cokato High School
Saturday, November 2, 2024 • 9:00-2:00

Mail application & payment to:
Dassel-Cokato Early Childhood
4852 Reardon Ave SW, Suite 1400
Cokato, MN 55321

Craft Vendor Name(s):

Please list all craft vendor sharing the booth space.

Business Name (if applicable):

Returning Vendor:

New Vendor:

How did you learn about our event?

***Email - Required :**

***Vendor confirmation, event, and booth information is sent via email only.**

Shoppers occasionally ask for vendor information after the event. If asked, share your email with your customer? Yes No

Address :

Phone Number :

How many booths?
Same size only.

Select BOOTH SIZE: 10' x 10' • \$55/booth
 12' x 14' • \$75/booth

Proceeds from your booth fee go directly to benefit Early Childhood Programming. Thank you!

Limited availability. access to electrical outlet needed. Yes No

Special Booth Request:

We do our best, but requests are not guaranteed. Returning vendors, same booth request deadline is 6/30/2024.

List HANDCRAFTED items sold.

Note: We attempt to space similar craft items, but sometimes it is unavoidable.

Food Items: MDA Registration #

Agreement

All items sold will be HANDCRAFTED. Any food items must adhere to the MN Cottage Food Laws. I will adhere to ALL guideline set by the Dassel-Cokato Advisory Council as well as ISD 466 policies. This includes all booth set-up, vendor parking, and set-up/take-down guidelines.

Dassel-Cokato Early Childhood and Dassel-Cokato ISD 466 are not responsible for damages or loss. I assume all responsibility for my items.

Vendor Signature:

Date:

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. This is
	<input type="checkbox"/> a nonprofit organization that meets the exemption requirements described below:
_____ 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]).	
_____ 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]).	
_____ A nonprofit organization that meets all the criteria set forth in MS 297A.70, subd. 14.	

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

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.

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.

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.