



Dakota Center for the Arts
Attn: Executive Director
PO Box 211609
Eagan, MN 55121-1609
651-269-ARTS
www.eaganartfestival.org

Dear Food Vendor:

The Eagan Art Festival would like to invite you to join us for the 23rd Annual Eagan Art Festival. This year's festival will be held **June 24th and 25th** on the festival grounds of the Eagan Community Center in Central Park. The festival grounds are beautiful and centrally located off Pilot Knob Road, close to I-494 and I-35E, allowing for easy access from any direction.

The Eagan Art Festival features fine art and original handmade crafts, as well as tasteful music, children's art activities, a community art project, a variety of food, and ample parking. We project that attendance will be 8000 plus patrons this year. The festival accepts 9-12 food vendors and up to 104 artists each year.

Included with this letter are the application and food vendor requirements needed to be a part of the 2017 festival. Please complete the materials and return them by March 14th, (postmark date) with a \$100 deposit or with the full fee, a copy of your **food vendor license**, and a copy of the **state required ST19 form** available at www.taxes.state.mn.us/forms/st19.pdf. All fees are due in full by **May 1, 2017**. Checks that do not clear prior to **May 22nd** will make the vendor ineligible for the show. If the business insurance does not re-new until after May 16 – please contact the director.

NEW: Once you have been accepted as a vendor at the show, if you prefer to pay on-line with a credit card, please contact the director and a link and password will be emailed to you. **NOTE:** An administrative fee of \$10.00 will be added to your on-line payment. (Your \$100.00 deposit will be returned to you after your on-line payment is received.)

Out-of-towners can find Eagan lodging and dining information online at www.eaganmn.com. Thank you and we look forward to hearing from you!

Sincerely,

Wanda Borman
Eagan Art Festival
Executive Director
Director@eaganartfestival.org

Important Dates:

- March 14, 2017 Applications must be postmarked by this date (\$100 Deposit)
- May 1, 2017 Balance of fees due
- May 19, 2017 No cancellations or refunds after this date
- June 23, 2017 Set-up 3:00-8:00pm
- June 24, 2017 Set-up begins 6:00am - Vendors required for inspection @ 8 a.m.
Show hours 9:00am - 5:00pm
- June 25, 2017 Show hours 10:00am - 5:00pm