



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 24th Annual Eagan Art Festival. This year's festival will be held **June 23rd and 24<sup>th</sup>** 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 9000 patrons this year. The festival accepts 9-12 food vendors and up to 100 artists each year.

Included with this letter are the application and food vendor requirements needed to be a part of the 2018 festival. Please complete the materials and return them by March 14<sup>th</sup>, (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](http://www.taxes.state.mn.us/forms/st19.pdf). All fees are due in full by **May 11, 2018**. Checks that do not clear prior to May 25<sup>th</sup> may make the vendor ineligible for the show. If the business insurance does not re-new until after May 25<sup>th</sup> – please contact the director.

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](http://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, 2018 Applications must be postmarked by this date (\$100 Deposit)
- May 11, 2018 Balance of fees due
- May 18, 2018 No cancellations or refunds after this date
- June 22, 2018 Set-up 3:00-8:00pm
- June 23, 2018 Set-up begins 6:00am - Vendors required for inspection @ 8 a.m.  
Show hours 9:00am - 5:00pm
- June 24, 2018 Show hours 10:00am - 5:00pm