

Guidelines for Event Vendors and Demonstrators

Gammelgården Museum of Scandia is celebrating its 52nd year in 2024. Our focus this year is Games, Toys, and Pastimes of Early Immigrants.

At our three major events – Opening Weekend (May 4th), Midsommardagen (June 22nd), and Spelmansstämman (August 17th) – there is an Artist & Crafter Fair and Demonstration Area. This space provides an opportunity for local artists, businesses, and non-profits to share their work with the community.

The following are details:

1. There is no cost for a booth space (with 10 frontage feet). However, we encourage participants to become members of Gammelgården Museum of Scandia (\$45 for an individual membership, \$60 for a family membership).
2. Booth spaces are assigned by the Event Chair to allow for the best product/demonstration mix and traffic flow. Each participant will receive their location upon arrival at Gammelgården. Having a booth space at a past Gammelgården event does not guarantee that a participant will have the same space the next year.
3. You will be included in advertising if your application is received by April 1, 2024. However, you can still participate if sign up after that date.
4. The Artist & Crafter Fair and Demonstration Area is open from 10:00 a.m.–4:00 p.m. Set-up time for each event is on Saturday from 8:30-9:45 a.m. All vehicles must be out of the parking lot by 9:15 a.m. Everyone must be set-up and open from 10:00 a.m.–4:00 p.m. The set-up is in the grassy area to the east of the Welcome House (Välkommen Hus) and Pastor's House (Präst Hus). Please make sure your booth space is secure. There are no early take-downs.
5. Participants are responsible for collecting and paying all Minnesota sales tax. Fill out and return an "Operator Certificate of Compliance" with your application. No application can be processed without this form completed and signed. A Minnesota tax ID number is available from the Minnesota Department of Revenue at 651-282-5225 or <https://www.revenue.state.mn.us/minnesota-tax-id-requirements>.
6. Participants must provide their own booth, tent weights, display, tables, and chairs.
7. All artists and crafters must exhibit original work made by the artists – no mass-produced, franchised, or flea market items, please. You are welcome to do demonstrations, hands-on activities with guests, and/or sell items that are a variety of traditions (e.g., blacksmithing, folk painting, weaving, spinning, embroidery, knitting, crocheting, candlemaking, coopering, tinwork, hide tanning, pottery, copperwork, woodworking, chip carving, sewing, quilting, bookmaking) or related to heirloom gardening and nature.

9. Electricity is not available. Quiet generators are permitted. If a generator is too loud or disruptive, participants will be asked to make other arrangements and/or be removed from the event without a refund.

10. Cancellation policy: no fees will be returned after April 14th . All cancellations must be in writing.

11. No animals are allowed in the vendor area or in vehicles. However, service dogs are allowed in the vendor area.

12. Bathrooms are located nearby.

13. All events at Gammelgården will be held rain or shine so please plan for all weather conditions. No refunds will be made for bad weather.

14. Gammelgården Museum of Scandia is not responsible for loss, theft, or damage.

15. Stalls must be kept free from trash during the events at Gammelgården. At the end of the day, please take your trash home.

16. No alcoholic beverages, tobacco, or nicotine delivery products (e.g., e-cigarettes) are permitted within the vendor area at any event at Gammelgården.

Helpful Links: Information about each event can be found here:

- Opening Weekend (May 4th) - <https://gammelgardenmuseum.org/event/opening-weekend-3/>
- Midsommardagen (June 22nd) – <https://gammelgardenmuseum.org/event/midsommardagen/>
- Spelmansstämman (August 17th) – <https://gammelgardenmuseum.org/event/spelmansstamman-celebrating-swedish-and-hmong-music-and-culture-in-2024/>

The link to the Vendor Application to download and print is here:

<https://gammelgardenmuseum.org/wp-content/uploads/2024/01/2024-Artists-and-Crafters-Application-Form.pdf>

Operator Certificate of Compliance:

<https://www.revenue.state.mn.us/sites/default/files/2011-11/st19.pdf>

Information about membership is here: <https://gammelgardenmuseum.org/get-involved/#membership> and the membership form is here:

<https://gammelgardenmuseum.org/wp-content/uploads/2023/01/membership-form.pdf>.

Thank you for considering becoming a member of Gammelgården and supporting the work that we do.

Please fill out and mail the Artist & Crafter Fair and Demonstration Area Application, Operator Certificate of Compliance, and membership form with check made payable to Gammelgården Museum of Scandia to: Ann Rinckenberger, Gammelgården Museum, 20880 Olinda Trail North, P.O. Box 62, Scandia, MN 55073