

GLOW

Holiday Festival

An outdoor walk-through holiday event at CHS Field featuring over a million lights, interactive displays, GLOW Gift Shop, food & beverages, and other festive attractions! ❄️ ✨

LOCATION: CHS Field
360 N Broadway St, St Paul, MN 55101

Becky Sturm, co-owner of the MN Christmas Market, has partnered with [GLOW Holiday Festival](#) for an all new **GLOW Gift Shop** - featuring **GLOW Holiday Festival** branded merchandise, as well as local artisans, creators, and makers showcasing high quality goods in a spectacular winter wonderland!

Find us on [Facebook](#), [Twitter](#), and [Instagram](#).

GLOW Holiday Festival is a multi-date event with many opportunities to feature your brand in the **GLOW Gift Shop** and throughout the event. You may participate in as many dates as you would like depending on what is available when you apply.

Please download, fill out in a PDF reader, save, and [email](#) back.



Choose Dates and Times below with an “X”:

- Wed. 11/23 - 5-9pm
 - Thu. 11/24 (Thanksgiving) - 5-9pm
 - Fri. 11/25 - 5-10pm
 - Sat. 11/26 - 5-10pm
 - Sun. 11/27 - 5-9pm
 - Wed. 11/30 - 5-9pm
 - Thu. 12/1 - 5-9pm
 - Fri. 12/2 - 5-10pm
 - Sat. 12/3 - 5-10pm
 - Sun. 12/4 - 5-9pm
 - Wed. 12/7 - 5-9pm
 - Thu. 12/8 - 5-9pm
 - Fri. 12/9 - 5-10pm
 - Sat. 12/10 - 5-10pm
 - Sun. 12/11 - 5-9pm
 - Mon. 12/12 - 5-9pm
 - Tue. 12/13 - 5-9pm
 - Wed. 12/14 - 5-9pm
 - Thu. 12/15 - 5-9pm
 - Fri. 12/16 - 5-10pm
 - Sat. 12/17 - 5-10pm
 - Sun. 12/18 - 5-9pm
 - Mon. 12/19 - 5-9pm
 - Tue. 12/20 - 5-9pm
 - Wed. 12/21 - 5-9pm
 - Thu. 12/22 - 5-9pm
 - Fri. 12/23 - 5-10pm
 - Sat. 12/24 - 5-10pm
 - Sun. 12/25 (Christmas Day) - 5-9pm
 - Mon. 12/26 - 5-9pm
 - Tue. 12/27 - 5-9pm
- (continued on next page)

- ___ Wed. 12/28 - 5-9pm
- ___ Thu. 12/29 - 5-9pm
- ___ Fri. 12/30 - 5-10pm
- ___ Sat. 12/31 (New Years Eve) - 5-10pm
- ___ Sun. 1/1 (New Years Day) - 5-9pm

GLOW Gift Shop AGREEMENT

Please submit the following:

Market Agreement, Volunteer Waiver, and ST19 to becky@stormsister.biz

NAME:

BUSINESS NAME:

ADDRESS:

CITY & ZIP CODE:

PHONE #:

EMAIL:

BUSINESS WEBSITE:

BUSINESS FACEBOOK:

BUSINESS TWITTER:

BUSINESS INSTAGRAM:

BUSINESS PINTEREST:

MINNESOTA TAX ID (required):

GENERAL LIST OF PRODUCTS/Offerings: _____

A ONE OR TWO SENTENCE DESCRIPTION OF YOUR BUSINESS: _____

All applicants must email completed this application to: becky@stormsister.biz

If your application is accepted, you will be notified via email and then the booth fee can be paid immediately via Venmo or PayPal.

GLOW Gift Shop booth sizes:

8’x8’ is \$150 per day on Friday’s and Saturday’s and \$100 per day on Sunday’s-Thursday’s.

8’x16’ is \$300 per day on Friday’s and Saturday’s and \$200 per day on Sunday’s-Thursday’s.

* Booth fee is non-refundable unless **GLOW Holiday Festival** cancels an event. No other exceptions. Because of weather conditions, cancellations can be made up to the date of the event.

Please send your booth payment via **Venmo or PayPal** to **@stormsister** with **‘GLOW Gift Shop’ in the note.**

DETAILS

> All vendors must supply everything needed for their space. We recommend you bring your own personal space heater - including extension cord. The **GLOW Gift Shop** is featured in a walled tent/concession area, outdoors, on the CHS Field Concourse.

> You may purchase more than one vendor space.

> Each vendor will receive 2 complimentary passes. One for themselves and one for a co-worker, for help setting up or to arrive later during the event.

> Vendor participation requires staying until the end of the market. We believe we all understand the professionalism exemplified by this requirement. Even if you run out of product it's an opportunity for you to continue to market your business/products/services.

BENEFITS

Vendor fee covers:

> Vendor space at **GLOW Gift Shop** and access to standard electricity.

> Your business featured on the **GLOW Holiday Festival** website.

> Media and/or press opportunities (print and online) that **GLOW Holiday Festival** may receive.

> Vendor businesses may be promoted via social media, radio and or tv spots, (FB, Twitter, Instagram, etc.) as well as newsletter features.

We also request the following collateral upon your acceptance:

• Your company logo and 2-3 product shots. Email graphics to: becky@stormsister.biz -- Photos are used for promoting **GLOW Gift Shop** and your business via the GLOW Holiday website.

IMPORTANT PARTICIPATION NOTES

Vendor space insights

* Vendors who participate agree to manage their own monetary transactions.

- * **GLOW Gift Shop** is featured in a walled tent outdoors and utilizing wall space other than a backdrop is not an option.
- * Bring a trash can to your space. It's imperative that each space is left in the condition in which it is found.

Social Media insights

- * Here is a file of GLOW [collateral](#) (logos and graphics) for use in your own newsletters, emails, flyers. Feel free to use them to promote your participation. Have fun! We will add additional artwork periodically.
- * We will contact you immediately when we receive press inquiries for your product/brand.
- * When sharing **GLOW Holiday Festival** posts via social media, please use hashtag **#GlowHoliday** and tag **@GlowHoliday**. Using the proper hashtag allows posts to be seen by our social media staff & be further promoted.
- * Set up can begin at 3pm on event day. All booths must be finished w/set up by scheduled opening times for event day.
- * Tear down to begin at the event closing. Not beforehand.

GLOW Gift Shop AGREEMENT

I agree to adhere to ALL above information and request participation in the **GLOW Gift Shop**.

Signature _____

Date _____

StormSister Spatique, LLC / GLOW Holiday Festival

VOLUNTEER WAIVER & RELEASE OF LIABILITY

I, _____, hereby acknowledge and agree that I have voluntarily chosen to participate in **GLOW Gift Shop** being held at CHS Field - 360 N Broadway St, St Paul, MN 55101.

I understand and agree that I must act in a careful, respectful, controlled and appropriate manner, and follow any instructions given by Becky Sturm and GLOW Holiday Festival staff.

If I have any questions about what is expected of me, I will make them known to Becky Sturm.

I further understand and agree that Becky Sturm has the right to ask me to immediately discontinue participation in the **GLOW Gift Shop** if I am acting in a manner that is deemed inappropriate for any reason.

I hereby agree that I, and anyone who has or obtains legal rights or claims through me, will not make a claim against, sue or prosecute any of the following: StormSister Spatique, LLC / GLOW Holiday Festival/ CHS Field or their owners, residents, respective employees, for any injury, death, property loss or damage of any kind arising in connection with my volunteering to participate in this event.

I hereby assume all risks related to my voluntary participation as a vendor at the **GLOW Gift Shop**. I have carefully and thoroughly read this agreement and fully understand its contents.

I am aware that this is a release of liability and I sign it voluntarily and of my own free will.

X _____
Vendor/Artisan/Participant's Signature

X _____
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.
	<input type="checkbox"/> This is 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.