



# Made in MN Expo

November 20, 2021

River's Edge Convention Center

**Feature your MN-based business at the Made In MN Expo**

10' x 10' booth. Includes one covered and skirted 8' table and 2 chairs.

Investment: \$210\*

\*Additional fees might apply.



# Made in MN Expo Agreement

River's Edge Convention Center ~ November 20, 2021



**What:** Application and contract for exhibit space  
**With Whom:** Townsquare Media of St. Cloud  
**When:** Saturday, November 20, 2021. 10am-4pm  
**Where:** River's Edge Convention Center (10 4th Ave S, St. Cloud -- 320-255-7272)  
**Instructions:** Sign and return this contract with check made payable to: Townsquare Media,  
Attn: Made in MN; 640 Lincoln Ave. S.E. St. Cloud, MN 56304. Or mark below for credit card payment and securely fax to 320-251-1855 or email to [vicky@townsquaremedia.com](mailto:vicky@townsquaremedia.com). Vicky contact # 320-257-7224.

**Show management will assign exhibit space when payment is received and reserves the right to deny a vendor that is deemed as not a fit for this event.** As it gets closer to the event, set-up info. and more show details will be emailed to you. Space will be allocated on a "first come, first served" basis.

Contact Person \_\_\_\_\_ Title \_\_\_\_\_

Company Name \_\_\_\_\_

Address \_\_\_\_\_ City, State, Zip \_\_\_\_\_

Email \_\_\_\_\_

website \_\_\_\_\_

Telephone ( ) \_\_\_\_\_ Toll free ( ) \_\_\_\_\_ Fax ( ) \_\_\_\_\_

Emergency number to reach you in the event of extremely inclement weather ( ) \_\_\_\_\_

- ONLY 1 BUSINESS PER BOOTH.**
- Each vendor must feature products that are made in Minnesota or be a MN-based company.**
- Contracts must be accompanied by payment in full.
- All other services and products for your exhibit space will be your responsibility (if you need electricity you must bring enough extension cords to reach up to 100 feet, you may want to consider bringing additional accent lighting, etc.).
- By your signature on this letter, you acknowledge that you, your heirs, administrators and assigns, do now, and will forever hold harmless WJON, KLZZ, KMXK, WWJO, KZRV, KXSS, Townsquare Live Events, LLC, Townsquare Media, all of their affiliates, and all of their officers, shareholders, directors, agents and employees and all of their predecessors, successors, heir and assigns from and against any and all claims arising from your participation, including but not limited to, claims relating to the arrangements made by us for you, booth space, electricity, and any and all other events, activities and occurrences in which you are involved.
- Firearms:** Firearms need to be displayed & secured in a manner that someone cannot access them without assistance from the vendor. Firearms & ammunition need to be kept separately from one another.
- Wi-Fi:** River's Edge uses a 3<sup>rd</sup> party vendor for Wi-Fi access. Vendors can purchase Wi-Fi, on-site, for \$4.99 for 24 hours. Method of payment is with a credit card or pay pal.
- Food Sampling/Selling-:** To do food sampling, there is an **additional \$50 fee**. Sample sizes must be 3 ounces or less. It is up to you to be sure that you have the appropriate food license to sample & sell food. Contact the City of St. Cloud Health & Inspections Dept., to find out, at 320-255-7214. No selling of food, that is ready to eat on the spot, allowed. Must provide a certificate of insurance listing the River's Edge Convention Center as additionally insured.
- Alcohol Sampling-:** To do alcohol sampling, there is an **additional \$100 fee**. Sample sizes must be 100 milliliters for beer and 50 milliliters for wine, or less. Sampling is allowed, by law, for 4 hrs., so will be allowed from 10am-2pm.

### **Payment information (please circle all that apply):**

Booth \$210 includes a 10' x 10' space w/side drapes & back curtain, 1 covered & skirted 8' table & 2 chairs

Additional booth spots \$185 per additional booth spot

Electric Fee \$30-add if you need power

Food & Alcohol Sampling Fee \$50 additional for food sampling & \$100 extra for alcohol sampling.

**PAYMENT TOTAL:** \$ \_\_\_\_\_

Check or credit card number: # \_\_\_\_\_ VISA  Mastercard  Discover  Amer. Expr.

Credit card expiration date: \_\_\_\_\_ Security Code \_\_\_\_\_

Signature if using credit card \_\_\_\_\_

What products/services will you be featuring? \_\_\_\_\_

**ACCEPTANCE OF THIS APPLICATION CONSTITUTES A CONTRACT. Refunds or credit towards next year will only be issued in the event of Made in MN 2021 needing to be cancelled or adjustments needing to be made, due to Covid or similarly-related restrictions.**

Authorized Signature \_\_\_\_\_ Date \_\_\_\_\_