



Shepherd's Harvest 2011
Sheep and Wool Festival
Alissa Grier- Vendor Coordinator
PO Box 7403
St. Paul, MN 55107
Vendor@shepherdsharvestfestival.org

Greetings prospective vendor!

The Planning committee is excited about this year's Shepherd's Harvest and planning is underway.

Brand new vendors must complete the enclosed:

1. Application form.
2. Jury form.
3. "Operator Certificate of Compliance" tax form.
4. "Brochure Ad" forms-this is optional for our Vendors. This is an excellent opportunity to reach festival goers. Last year 3000 booklets were distributed and 4500 were downloaded from the website. Ads should be submitted no later than March 1, 2011

Schedule

Setup: Friday, May 6th-noon to 8pm
Saturday, May 7th -6am to 9am

Please have all vehicles moved to the parking area by 8:45 on Saturday and Sunday.

Festival Hours: Saturday, May 7th-9am to 5pm
Sunday, May 8th- 10am to 4pm

Tear Down: Sunday, May 8th- 4pm to 6pm
An additional fee will be charged to those who abuse this time frame

- This year we are asking vendors to volunteer as Building Coordinators. The role of the Building Coordinator is to serve as the person of contact for there building. The benefit of being a Building Coordinator is that you will have your name on the website and receive a discount on your booth. Please contact the Vendor Coordinator if you are interested in being a Building Coordinator.
- This year we are planning a vendor welcome on May 7th at 8 am. This event gives us a chance to celebrate and get to know each other better.
- Camping will be allowed on the grounds for a fee of \$15/unit each night.

Sincerely,

Alissa Grier
Vendor Coordinator

P.S. Share our website address on your website or email it to your customer list. Feel free to print the posters to bring in even more people! www.shepherdsharvestfestival.org