

SEEKING CRAFT & FOOD VENDORS



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#CambridgeSnowman

Winter Fest

Located at Central Green Park • 1450 East Rum River Dr.
February 22, 2025 from 12:00-4:00 pm

Horse Drawn Carriage Rides ❄️ Dog Sled Rides

Skating and Sledding ❄️ Bonfires and Warming Houses ❄️ S'mores ❄️ Cornhole ❄️ Music ❄️ Food Trucks and Vendors

Snowman and Snow-Sculpture Contest

January 1 through February 21 at 4 pm.

Categories:
Overall Favorite, Most Creative, Best Traditional Snowman, and Best Business

Vote for your favorite submission during Winter Fest! Winners will be announced at 3:30 pm.

How to Submit your Snowman or Snow-Sculpture entry:
You can submit your entries in person at City Hall 300 3rd Ave. NE
Or submit via email at info@ci.cambridge.mn.us
Include a photo, entry category, your address (to verify residency)
and a phone number (so we can contact you if you win!)





300 3rd Avenue NE, Cambridge, MN 55008
763-552-2211

2025 WINTER FEST

Saturday, February 22nd
12pm-4pm

@ Central Green Park
1450 East Rum River Dr S
Cambridge, MN 55008

THIS IS AN OUTDOOR EVENT

<h2 style="margin: 0;">Vendor Application</h2>	\$35 vendor fee
Business Name:	
Applicant Name:	
Mailing Address:	
City, State, ZIP:	
Email:	
Cell/Phone:	
Describe your items for sale (we do our best not to place similar items together):	
How much space do you need:	
<input type="checkbox"/> 10'x10' (standard) <input type="checkbox"/> 10'x20' <input type="checkbox"/> Other: _____	

1. Vendor is responsible to bring their own table/display/signage, and a chair for themselves. Provide your own electricity if needed (generator). Tents and canopies are permitted and must be secured.
2. Vendor shall conduct business in accordance with all local, County and State laws and with highest standards of business ethics.
3. Winter Fest is a family event; no explicit or suggestive material is to be sold or displayed.
4. Booth space must be maintained in a neat, clean, and sanitary manner for duration of the event.
5. Vendor is responsible for clean-up, removal of equipment, inventory, and will ensure space is returned to its original condition.
6. The City of Cambridge reserves the right to ask a vendor to leave if found to be disruptive.
7. Vendors must return Form ST19 Operator Certificate of Compliance from the Minnesota Department of Revenue with application.
8. Setup shall be completed BEFORE the event begins. Tear down shall be completed AFTER the event ends.
9. This event is an outdoor event and is hosted during RAIN OR SNOW. Please come prepared for any weather.

Signature: _____ Date: _____

In-person	The application, ST19, and \$35 vendor payment can be dropped off at City of Cambridge, 300 3rd Ave NE, Cambridge, MN 55008. Office hours are Monday-Friday from 8am-4:30pm. A drop box is available for after hour drop offs.
Mail	The application, ST19, and \$35 vendor payment can be mailed to City of Cambridge, ATTN: Winter Fest, 300 3rd Ave NE, Cambridge, MN 55008.
Email	The application and ST19 can be emailed to anorling@ci.cambridge.mn.us and staff will call for credit card information, which can be provided over the phone. There is an additional fee for credit/debit cards bringing the total vendor payment fee to \$36.55.

Questions? Contact Amy Norling at anorling@ci.cambridge.mn.us or call 763-552-3257.

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

Information for Sellers and Event Operators

Operators/organizers of craft, antique, coin, stamp or comic book shows; flea markets; convention exhibit areas; or similar events are required by Minnesota law to get written evidence that persons who do business at the show or event have a valid Minnesota tax ID number.

If a seller is not required to have a Minnesota tax ID number, the seller must give the operator a written statement that items offered for sale are not subject to sales tax.

All operators (including operators of community sponsored events and nonprofit organizations) must obtain written evidence from sellers.

Certain individual sellers are not required to register to collect sales tax if they qualify for the isolated and occasional sales exemption. To qualify, all the following conditions must be met:

- The seller participates in only one event per calendar year that lasts no more than three days;
- The seller makes sales of \$500 or less during the calendar year; and
- The seller provides a written statement to that effect, and includes the seller's name, address and telephone number.

This isolated and occasional sales provision applies to individuals only. It does not apply to businesses.

Sales Tax Registration

To register for a Minnesota tax ID number, call 651-282-5225.

A registration application (Form ABR) is also available on our website at www.revenue.state.mn.us.

Information and Assistance

If you have questions or want fact sheets on specific sales tax topics, call 651-296-6181.

Most sales tax forms and fact sheets are also available on our website at www.revenue.state.mn.us.

For information related to sellers and event operators, see Fact Sheet #148, *Selling Event Exhibitors and Operators*.

We'll provide information in other formats upon request to persons with disabilities.



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