



VENDOR APPLICATION PACKET
28th Annual Harvest Pow Wow
October 12-13, 2024

Please read the following information carefully and thoroughly.

You are invited to join the 28th Annual Midwest SOARRING Foundation Harvest Pow Wow! For the third year, our Pow Wow will be in a beautiful indoor location at the DuPage County Fairgrounds, 2015 Manchester Road, Wheaton, IL 60187. Due to the indoor location, our Pow Wow is not dependent on the weather.

VENDOR SET-UP TIME

Friday, October 11, 2024 from **12:00 pm** – 6:00 pm (Buildings are locked until Saturday.)
Saturday, October 12, 2024 from 8:00 am – **10:30 am**

VENDOR TAKE DOWN TIME

Sunday, October 13, 2024 from 5:30 pm – 9:00 pm

POW WOW HOURS

Saturday, October 12, 2024 from 11:00 am – 9:00 pm
Sunday, October 13, 2024 from 11:00 am – 5:00 pm

VENDOR FEES ARE NOT REFUNDABLE UNLESS PUBLIC HEALTH AUTHORITIES PROHIBIT THE GATHERING.

Spaces are limited and filled as full payment and application are received. You are not confirmed as a vendor until we receive your completed and signed application, even if you choose to pay the registration fee electronically. **Payment dates are non-negotiable.**

Location preference will be given to fully paid Midwest SOARRING Foundation members. Join or renew at <https://www.midwestsoarring.org/joinup.php> or include the form on page two and payment with your application.

All vendors must sign the Vendor Application, at the end of this packet.

Space	Payment Postmarked by 10/01/2024	Payment Postmarked after 10/01/2024
10' x 10'	\$230.00	\$255.00
10' x 20'	\$440.00	\$465.00
20' x 20'	\$600.00	\$625.00
Other sizes	Call for quote	Call for quote



REGISTER AS A HARVEST POW WOW VENDOR

1. Complete pages 3 – 5 of this Vendor Application.
2. Enclose an accepted payment type:
 - a. Certified check or money order (no personal checks) made payable to Midwest SOARRING Foundation.
 - b. Pay online with a credit card or PayPal at <https://midwestsoarring.org/payonline.html>
3. Mail your completed and signed Vendor Application and payment to:

Midwest SOARRING Foundation
 Attn: Joseph Standing Bear
 P.O. Box 275
 Lyons, IL 60534
4. If you prefer to email your completed and signed Vendor Application, email Amy L. Byrne at amy.byrne@midwestsoarring.org
5. Questions? Contact Joseph Standing Bear at (773) 585-8613.

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Midwest SOARRING Foundation Membership Application

Annual Dues Check the box to indicate your membership level.

- Individual: \$25 Family: \$30 (2 adults + children 17+ under) Group/Organization: \$50

Please print.

Date _____

Name/Group/Organization _____

Spouse _____

Children _____

Address _____

City _____ State _____ ZIP _____

Phone _____ Email _____

Tribal Affiliation/Nationality* _____

Special Talents/Abilities _____

*Optional



VENDOR APPLICATION

Business Name _____

We are a 501(c)3 organization (see #7), ID number _____

Primary Contact Name _____

Address _____

City _____ State _____ ZIP _____

Email _____ Phone _____

I would like to reserve a _____ ft. x _____ ft. space, and have enclosed \$ _____

I am a fully paid member of Midwest SOARRING Foundation, and I request the following space:

Provide a brief description of the items you plan to sell, and the country in which they were or will be made.



VENDOR POW WOW REGULATIONS

1. I understand that vendor booth space includes one (1) table and two (2) chairs for a 10' x 10' space, and two (2) tables and two (2) chairs for a 10' x 20' space.
 - Yes, I would like the provided table(s) and chairs.
 - No, I will bring my own tables and chairs.
 - a. 10' x 10' with 10' **frontage** (no side access for perimeter booths along the wall) is \$230 if payment is postmarked/received **on or before** October 1, 2024, and \$255 if payment is postmarked/received **after** October 1, 2024.
 - b. 10' x 20' with 10' **frontage** (no side access for perimeter booths along the wall) is \$440 if payment is postmarked/received **on or before** October 1, 2024, and \$465 if payment is postmarked/received **after** October 1, 2024.
 - c. 20' x 20' with 10' or 20' **frontage** (no side access for perimeter booths along the wall) is \$600 if payment is postmarked/received **on or before** October 1, 2024, and \$625 if payment is postmarked/received **after** October 1, 2024.
 - d. Vendor fees will include two (2) free admissions and two (2) free Feast meal tickets. You may purchase additional Pow Wow admission tickets at <https://harvestpowwow.com/tickets.html>
 - e. **Your completed and signed Vendor Application and full payment are required to guarantee your space.**
2. I fully understand that I am responsible for complying with the Indian Arts and Crafts Act of 1990 which prohibits misrepresentation in marketing Indian Arts and Crafts products within the United States. **I understand that only family-friendly items made in the Americas may be sold.**
3. I will comply with all local, State, and Federal laws and regulations concerning fire, safety, and health. I understand that all canvas tents and canopies must:
 - a. Submit a flame-retardant certificate with my final payment, and;
 - b. Have a fire extinguisher in my tent, canopy, or trailer (if setup is outside).
4. I understand that Midwest SOARRING Foundation and the DuPage County Fair Association are not responsible for loss, theft, damage of items, injury to my employees, my customers, or me while on the premises of my assigned space(s). I understand that a limited security patrol will be provided; however, I am responsible for the safety and well-being of all my property and valuables.
5. I understand that I will need to bring at least 50 feet of electric cord to reach an outlet.
6. I understand that Midwest SOARRING's Pow Wow + Events Committee will make space assignments, and that locations may change from year to year. **I understand that space assignments are non-negotiable. Priority will be given to fully paid Midwest SOARRING Foundation members.**
7. Out of respect for Native values, I agree not to sell or display Native American artifacts obtained from archaeological or Native grave sites. I will not display or sell items that were used in religious ceremonies. I will not sell edged weapons or replicas in violation with local, State, or Federal laws. I agree not to display or sell any alcohol, illegal drugs, or illegal drug paraphernalia.



8. I understand that soliciting, advertising, and promoting for non-profit programs or organizations will only be permitted with the permission of the Midwest SOARRING Foundation Pow Wow coordinators. Individuals may not walk around the Pow Wow grounds to solicit cash donations, sell raffle tickets, and/or sell promotional or other items. There is no fee for non-profits to have a table in Building 2. Regular vendor fees apply to non-profits that are in Building 1.
9. **I understand that NO refunds will be given if I cancel my plans to participate in the Midwest SOARRING Foundation Harvest Pow Wow.** I understand that I may not sublet my space to another vendor. If I choose to leave the Pow Wow, my space may be assigned to another vendor. If I choose to return, I am aware I may be reassigned to a different space.
10. **I understand that I am responsible for the cleanup and disposal of all debris in and within 5 feet surrounding my designated vendor space.** I understand that all my garbage must be disposed of in the Dumpsters provided and boxes must be broken down and flattened. I understand my designated space must be in the same or better condition as when I arrived, or my invitation will be revoked for the following year's Pow Wow.
11. Other than animals featured in Harvest Pow Wow attractions or **service animals**, no animals, including pets, are allowed on DuPage County Fairgrounds property.
12. I understand vehicles may be moved on the grounds **only** when the Pow Wow isn't open to the public; Saturday and Sunday before 11:00 am.
13. I understand that I must respect the other Pow Wow vendors. If I act disrespectfully, I may be removed from the event. Midwest SOARRING Foundation Pow Wow coordinators will have the final decision in all matters that may arise. **No refunds will be given if I am removed.**
14. Overnight camping at the fairgrounds is discouraged. A very limited number of overnight campers are permitted, whether by tent or in a vehicle or trailer, **and only by prior approval.** Call Joseph Standing Bear at (773) 585-8613 to discuss your needs. The cost is \$45.00 per night, and there are no amenities available. Vehicles cannot exit or re-enter the fairgrounds overnight.
15. I hereby agree to indemnify, defend, and hold harmless Midwest SOARRING Foundation and DuPage County Fairgrounds Association, and their employees, officers, agents, volunteers, and representatives (in their official and individual capacities) from any and all liability, claim, loss, damage, and expenses, including costs and attorney's fees, that Midwest SOARRING Foundation and DuPage County Fairgrounds Association may incur as a result of any claims, actions, or lawsuits that arise out of, occur during, or in any way connected with a vendor's participation in this event.

I have read and agree to comply with all vendor regulations, and I am aware that regulations not adhered to will result in removal from the Pow Wow and future Midwest SOARRING Foundation events.

Authorized Signature

Date