



2019 Exhibitor/Vendor Information

Thank you for your interest in exhibiting/vending at *Pangea: Cultivate Our Cultures 2019*. We are proud to present our annual festival on **Saturday, November 16, 2019**. This eagerly anticipated celebration is one of the largest, family-friendly celebrations of cultural diversity in the FM area.

The selection process is competitive and each year, many applications are considered for a limited number of opportunities. HCSCC does not maintain a waiting list. As booths become available, appropriate applicants will be selected from the pool of applicants submitted.

The application return deadline is **October 1, 2019**. Once we receive your application, we will confirm its receipt and ask that you be patient. You will receive a confirmation letter and a phone call from an event coordinator who will discuss the details of your booth. **Your submission will not be maintained in our files as you must apply yearly.**

FESTIVAL DATES & HOURS 2019:

- Set Up: Saturday, November 16, 2019 7:00am – 9:45am
 - Booths are expected to be up and ready for business by 10:00am
- Festival Day: Saturday, November 16, 2019 10:00am – 4:00pm
 - Teardown of booths will not be permitted until 4:00pm

BOOTH REQUIREMENTS:

- All booth applicants must be connected to or reflect a specific country or culture.
- The types of applicants that will be considered will include, but not be limited to the following:
 - musicians or musical organizations
 - traditional/folk dance groups
 - heritage clubs (history, genealogy, language clubs)
 - crafts, trade, or art vendors
 - imported products and/or culturally inspired food
 - Because we offer food in our food court, these opportunities will be limited at the discretion of HCSCC.
- Organizations and clubs are encouraged to provide educational material or informational brochures.

BOOTH RENTAL FEE:

- To improve booth retention, a \$10 booth rental fee is due at application. The \$10 fee will be returned to the vendor/exhibition the day of the festival in the form of \$10 in food tickets.

HCSCC WILL PROVIDE:

- 8 foot tables
- Chairs
- We will try our best to accommodate all vendors who need access to electricity. We will contact you ahead of time if this cannot be accomplished.

DEADLINE TO APPLY:

- HCSCC must receive all applications on or before **October 1, 2019**.
- Applications must be postmarked by the deadline.
- There currently is no application fee.
- Applications are kept for one year. You must reapply each year.

WHERE TO SEND:

- Return application by mail to:
Historical & Cultural Society of Clay County
Attn: Emily Kulzer
202 1st Ave N
Moorhead, MN 56560
- Return application by email to:
events@hcsmuseum.org
Subject Line: Pangea Vendor Application

Questions:

- Please email: emily.kulzer@hcsmuseum.org
- Call Emily Kulzer (218) 299-5511 ext. 6737