



SAINT MICHAEL CATHOLIC SCHOOL CHRISTMAS MARKET

Saturday, December 4, 2021 9:00 A.M. – 2:00 P.M

Application Deadline:
November 10

Event Crafter Booth Application

Name: _____
 Business Name: _____
 Address: _____
 City: _____ State: MN Zip: _____
 Phone: (____)_____, Alt. Phone: (____)_____
 E-Mail: _____@_____
 (Information regarding this show will be sent to this address – please be sure it is easily legible.)

_____ # of Spaces (Limit 2)
 (\$40.00 per space)
 (\$45.00 after November 1)

Check here for electric
 (Spaces are available upon request. No extra fee for electricity. Spaces are limited and will be given out on a first come first serve basis.)

Additional Space Notes:

Check the appropriate box:

Items Sold - Please describe:

 (Ex. Chiropractic, Massage, Etc.)

Make checks payable to: STMCS

Mail Checks to:
 St Michael Catholic School
 Attn: Christmas Mkt Chair
 14 Main Street North
 St Michael, MN 55376

General Information:

- Applications are accepted on a first to be submitted basis. Submitted forms will be prioritized by postmark date. Please submit as soon as possible, do not wait until last minute.
- Direct Sell Home Based Businesses – we are only accepting legacy vendors for each home-based business. All vendor spaces given up will be replaced by a crafter. **No new vendors at this time.**
- Booth fees are due at time of application. Notification of cancellation must be made two weeks in advance for a fee to be refundable. In the event we need to cancel due to COVID restrictions, you will be refunded 100% of your fee.
- Booth Spaces: Dimensions are 10'x4' typically. We will have 1 table and 2 chairs, unless you let us know otherwise. Note: there are stairs that lead to our spaces. There will be volunteers to help unload your wares. Using carts to bring in items to your spot will be difficult.
- A separate email will be sent the week prior detailing what to expect the day of. i.e. set up time
- A completed and signed operator's certificate of compliance form (ST19) must be provided even if one has previously been provided to us. Form also available @ www.taxes.state.mn.us
- Please bring appropriate change. The concessions will be unable to make change.

Upon your submission of this application and appropriate fees, you hereby release St Michael Catholic School, participating service organizations, sponsors and others involved in the organization of this event from any liability arising from your participation in this event, including any injury to you or anyone operating your space and any damage to or theft of merchandise or equipment. If social distancing cannot be observed, please have a mask available. If you find yourself ill, please stay home. We welcome your fee as a donation, but understand if you desire a refund.

Signature: _____ **Date:** _____

CheckList Items: _____ Completed Registration Form. _____ ST19 Form. _____ Payment

Event Coordinator Use Only.

Postmark Date: _____ Check #: _____ Amount: \$40.00 / \$80.00 Booth # _____

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 St Michael Catholic School			
	Name and Location of Event Christmas Market 14 Main Street N St Michael MN 55376			
	Date(s) of Event December 4, 2021			

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.