

December 19, 2017

Dear Vendor,

The Augsburg University Indigenous Student Association (AISA) and American Indian Student Services is proud to announce the 10th Traditional Powwow to be held on Saturday, March 24th, 2018 at Augsburg University in the Si Melby Gymnasium (715 23rd Avenue South, Minneapolis, MN).

The Powwow Committee would like to invite you to join us this spring to sell your arts and craft items or promote your organization at our Powwow. Student volunteers will be on hand to help assist vendors in any possible and reasonable way. If you attended our Powwow in past years, you know that Si Melby Gymnasium is a large accessible facility, however, due to the growth of the Powwow over the past seven years we have limited space for vendors and will only give space on a first come, first served basis this year. If you need any special accommodations, please contact us in advance and be sure to include in your application. We will do our best to accommodate your needs.

On the website, you will find the Vendor Application and the Rules and Regulations Agreement. Both of these forms must be returned with the vendor fee if you wish to be considered for a booth space. Money Order or cash are the ONLY accepted form of payment. Registration for vendor space will be done on a first-come-first-serve basis. Please note that unlike the first few years, vendors will NOT BE IN THE GYMNASIUM, rather there will be assigned spaces throughout the Si Melby/Kennedy buildings (both upstairs and downstairs).

PLEASE NOTE: ALL interested arts and craft vendors must comply with the Indian Arts and Craft Act of 1990 (P.L. 101-644). Information regarding the public law can also be found on our website for your review.

Please share this information with other vendors (craft or informational only—No education institutions or Food vendors) that may be interested. In addition, we hope that you will spread the word about the 10th Traditional Powwow at Augsburg University and encourage relatives, friends, and the rest of your community to attend. The past seven years have been great with hosting between 10-15 drum groups, more than 250 dancers and approximately 30 vendors.

If you have any questions please direct those to the Director of American Indian Student Services, at 612-330-1144 or by email simonj@augsborg.edu.

We look forward to hearing from you!

Pidamaya! Miigwetch!
American Indian Student Services
Augsburg University Indigenous Student Association

**2018 Augsburg University Powwow –Saturday, March 24th, 2018
Vendor Application**

Name: _____ Email: _____

Address: _____

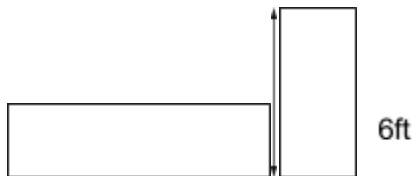
City, State, Zip: _____

Phone: _____ Fax: _____

Tribal Affiliation: _____

Type of Vendor Space: *(Please check and indicate the number of spaces you would like)*

Arts & Crafts Craft Vendor Space defined set-up



\$75.00* *(Postmarked on or before 03/01/18)* ←————→

*Add additional \$25 if you need electricity

\$100.00* *(After 03/01/18)*

Informational (No College/Universities)

\$ No Charge - will be provided table and two chairs

_____ Please check if you need electricity and list what you need it for below.

IMPORTANT: there is an additional charge of \$25.00 if you need electricity for the day:

I need electricity for: _____

- Craft Vendor fee includes 2 tables (set-up cannot be altered) and 2 chairs. The defined set-up for 1 space is a 9 ft. front with a 6ft. side space. The defined set-up for 2 spaces is an 18 ft. front with a 6 ft. side space using 4 tables. Please keep your items within the assigned space.
- Informational Vendor fee includes one table and 2 chairs. All Informational Vendors will be assigned a table in the upper or lower level (depending on number of paying craft vendors)
- You may NOT use canopies that will not be able to be set in a 9x6 ft space (NO exceptions will be made)
- If you need special accommodations of any type, please let the Powwow Committee know as soon as possible. Please note that we will make an effort to accommodate your needs within

reason, however, all requests may not be feasible for the Powwow Committee to perform or guarantee.

- Please read over and sign the Vendor Rules and Regulations Agreement.
- Along with receipt of your Vendor Application, fee, and Rules and Regulations Agreement, you will be sent confirmation regarding your assigned vendor space. Assignments are done according to type of vendor and the postmark date on your application. Vendor set-up will begin promptly at 9:30 am (NO earlier)
- Note all vendor applications are subject to approval.

Please submit a detailed description of the items you plan to sell/display: PLEASE NOTE that ALL interested craft vendors must comply with the Indian Arts and Craft Act of 1990 (P.L. 101-644). Information regarding the public law is on our website for your review.

Any Special Needs or Accommodations Needed? (please list):

**PLEASE SEND A MONEY ORDER OR CHECK MADE PAYABLE TO:
AUGSBURG UNIVERSITY
APPLICATIONS NOT FOLLOWING THIS POLICY WILL BE RETURNED**

PLEASE SEND COMPLETED APPLICATIONS AND PAYMENT TO:

**Augsburg University Powwow Committee,
American Indian Student Services**

Attn: Director

2211 Riverside Ave.

Campus Box 14

Minneapolis, MN 55454

Fax: 612-330-1132

NO FAXES ACCEPTED AS PAYMENT MUST BE INCLUDED

Contact: 612-330-1144 OR simonj@augsborg.edu

Vendor Rules and Regulations Agreement

The American Indian Student Services and Augsburg Indigenous Student Association (AISA) would like to welcome you to the 10th Augsburg University Traditional Powwow on Saturday, 24th , 2018. We are pleased to have you as a part of this year's gathering. To ensure you enjoy a safe weekend with us, we have developed the following list of rules and regulations.

1. Absolutely no drugs, alcohol or smoking will be permitted in the Si Melby/Kennedy buildings.
2. Any property damage caused by you, family, or business partners will be charged to you.
3. No dogs/cats or other animals will be allowed inside Si Melby Gymnasium (*With the exception of service animals).
4. Augsburg College and the AISA Powwow Committee, will not be held responsible in cases of injuries, damages, or stolen merchandise/property.
5. Children are not to be left unattended.
6. Arts and Crafts vendors are not to sell any food items, including candy, etc.
7. Vendors will not be allowed to hold raffles, 50/50, etc.
8. All Native jewelry or art for sale should be authentic as defined by the Indian Arts and Craft Act of 1990 (P.L. 101-644).
9. Vendors will not be allowed to sell chicken feather headdresses, plastic tomahawks, toy drums, flutes, toy spears, toy bow and arrows; new-age items such as tarot cards, crystals, incense, painted rocks, or any other imported merchandise.
10. Advertisements of the sale/solicitation of vision quests, spiritual journeys, ceremonies, etc. will not be tolerated or permitted.
11. The AISA Powwow Committee reserves the right to control over all sales of goods. This includes the right to refuse the sale and/or display of merchandise the AISA Powwow Committee deems inappropriate or unacceptable.
12. Any vendor that does not abide by these rules will not be permitted to sell or exhibit their items.
13. No refunds of vendor space fees will be granted after you have been accepted as a vendor for the Powwow.
14. You will be able to temporarily park at the entrance of Si Melby Gymnasium to unload your items, however, you will have to park in Lot L behind Si Melby Gymnasium for the day or other available parking (some may require payment in which you will be responsible for). This will be strictly enforced.
15. There is no vendor parking available in places other than behind Si Melby Gymnasium (Lot L) and these spaces are limited this year, so please do not attempt to park in Powwow Committee regulated areas and/or Head Staff parking spaces. You will be towed at your own expense.

Please complete, sign and return this Vender Rules and Regulations Agreement with your application

10th Augsburg College Traditional Powwow Saturday, March 24, 2018 Vendor Rules and Regulations Agreement

I _____, have read and understand the above rules and regulations set forth by the Augsburg University Powwow Committee, and I agree to abide by the above terms.

Vendor's Signature

Date

Signed/Approved by Director, American Indian Student Services

Date

Thank you for your participation in our Powwow at Augsburg University!