

# You're Invited!



## NOVEMBER 5-7, 2021

**THE PERFECT, FESTIVE SETTING  
TO SHOWCASE YOUR PRODUCTS**

The Minneapolis Gift & Art Expo welcomes inspired and innovative professionals specializing in gifts, art and design. We seek outstanding examples of products in every category, including: apparel, home wares, decor, art, sculpture, jewelry, accessories, holiday specialties, gourmet foods and wine, and spa and beauty products.

### RESERVE YOUR SPACE TODAY!

Now taking reservations for the **2021 GIFT & ART EXPO!** Contact a Show Manager at 800.374.6463 or [Info@HomeShowCenter.com](mailto:Info@HomeShowCenter.com)



This show is very well curated, in variety and set-up. It is the show that has set the standard ... high and golden!

-Chillon Leach, Chillon Leach Artist

This show is absolutely top notch! We had phenomenal sales! I would highly recommend this show to others. This is one we will not miss!

-Damon Holter, Croix Valley Foods

Great [management] team!  
Gracious and accommodating.

-Irene Kpami, Isyoma Design

The Gift & Art Expo is excellent, well organized with an amazing variety of vendors. My favorite show so far! The variety makes this an event not like many others.

-Sara Poff, Young Living Essential Oils





# MINNEAPOLIS GIFT & ART EXPO

NOV. 5-7, 2021

MINNEAPOLIS CONVENTION CENTER - HALL A

## WHAT IS THE MINNEAPOLIS GIFT & ART EXPO?

The Minneapolis Gift & Art Expo welcomes inspired and innovative professionals specializing in gifts, art and design. We seek outstanding examples of products in every category, including: apparel, home wares, decor, art, sculpture, jewelry, accessories, holiday specialties, gourmet foods and wine, and spa and beauty products.

## ACCEPTED PRODUCT CATEGORIES:

### Artist / Maker

- All applicants in this category must be the maker of their products. Any applicants that resell another artist's work do not fit into this category.

### Gourmet Food

- Gourmet food vendors that provide quality items, sold in bundles of \$15 or higher, may be accepted. Vendors must provide a valid seasonal food permit, cottage food license **or** apply for a short term food permit. \*See requirements below.

### Single Product Line

- We will be accepting companies that manufacture/design a single product or line of products. These products are neither handmade nor bought and resold.

### Studio / Gallery

- Applicants in this category provide a space where multiple artists can display or sell their work under one store front.

### Boutiques / Resale

- We are looking for high-end, unique retailers that curate products for resale, including antique collectors.

### National Retail Products

- We will be accepting independent consultants for national and direct sale companies that sell premade and commercial items.

## Exhibit Space Rates:

Ask your show manager about pricing and availability  
Call **952-881-5030** or email  
**info@homeshowcenter.com**

See page 3 for program advertising opportunities.

## Show Hours

Friday 12pm - 7pm  
Saturday 10am - 6pm  
Sunday 10am - 5pm

### Move-In

Wednesday 1pm - 6pm  
Thursday 10am - 6pm

### Move-Out

Sunday 5pm - 9pm  
Monday 8am - 11am

## Exhibit Space Includes:

3' High x 10' Wide drapery side walls

8' High x 10' Wide drapery back wall

**\*Furnishing and Electricity are NOT included.**

## Exhibit Space Requirements:

\*All booths must have suitable floor covering.

\*All booths must include festive holiday items/seasonal decor.

\*Food Vendor permits/applications must be received at least 45 days prior to the show.

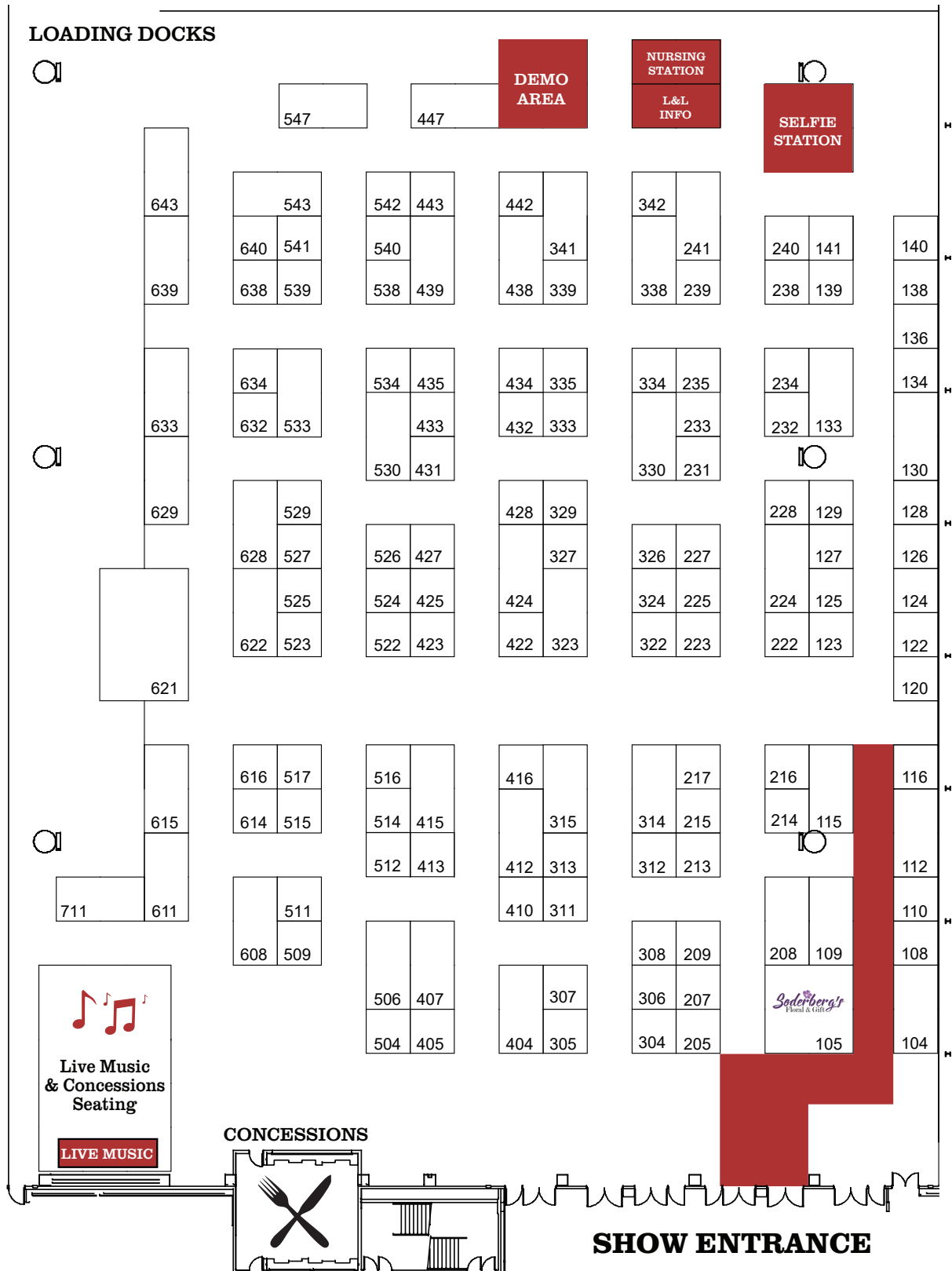
For More Information, Call 952-881-5030 or Visit [www.GiftAndArtExpo.com](http://www.GiftAndArtExpo.com)



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# MINNEAPOLIS GIFT & ART EXPO

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## Advertising Rates and Specifications:

### Acceptable File Formats

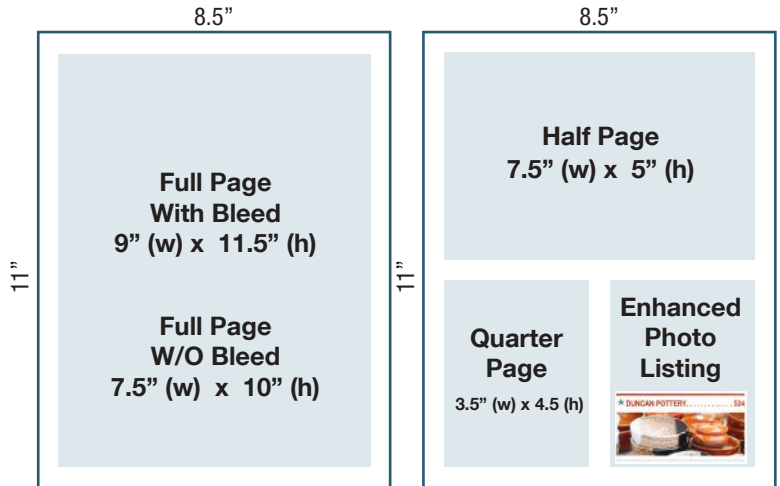
- Adobe PDF.pdf
- Adobe Illustrator .ai
- Adobe Photoshop .psd
- High Resolution JPG or PNG

### Unacceptable File Formats

- Microsoft Word
- Microsoft Excel
- Low Resolution JPG or PNG

### Submitting Application & Artwork

- Submit both application and artwork to: DeanaE@homeshowcenter.com
- If sending multiple native files, create a zip archive containing all files.
- Files larger than 10MB please use www.dropbox.com and send a link to the above email address.
- Ad approval is based on space and availability.



Select Size		Rates
<input type="checkbox"/> Full Page	7.5"(w) x 10"(h)	\$650
<input type="checkbox"/> 1/2 Page Hor.	7.5"(w) x 5"(h)	\$350
<input type="checkbox"/> 1/4 Page	3.5"(w) x 4.5"(h)	\$200
<input type="checkbox"/> Enhanced Photo Listing		\$75

**Artwork Due By: Friday, October 1, 2021 All ads must be paid in full no later than the artwork deadline.**

### Program Advertising Application

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_ Website: \_\_\_\_\_

Exhibitor (Company Name): \_\_\_\_\_

Authorized Signature \_\_\_\_\_

Date: \_\_\_\_\_

Print Name and Title \_\_\_\_\_



# L&L SHOW CONTRACT AND SPACE APPLICATION

Mail application and deposit to address below.  
To ensure placement in the show call: 800-374-6463.  
Fax: 952-881-4272 | www.GiftAndArtExpo.com

## SHOW

## DATE

**Minneapolis Gift & Art Expo**  
Minneapolis Convention Center - Minneapolis, MN

**November 5-7, 2021**

**Show Code: MNArt21**

Requested Location: \_\_\_\_\_ Booth Size: \_\_\_\_\_ Corner Booth: Yes\*: No:  
\*Based on availability, add \$100 per corner.

### Yes - I Would Like To Receive Information Regarding:

Program Advertising:      Sponsorship:      Seminars:

## EXHIBITOR

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ E-mail: \_\_\_\_\_

### Which of the following categories best describes your product/business?

- |                         |                          |                            |
|-------------------------|--------------------------|----------------------------|
| <b>Maker / Artist</b>   | <b>Gourmet Food</b>      | <b>Single Product Line</b> |
| <b>Studio / Gallery</b> | <b>Boutique / Resale</b> | <b>National Retail</b>     |

Products or services to be exhibited (please describe):  
\_\_\_\_\_  
\_\_\_\_\_

## PAYMENT

**Check or Certified Funds\***  
\*MUST INCLUDE SHOW CODE(S) IN MEMO.  
Remit Payment to L&L Exhibition Management, Inc.

**Request a Credit Card Authorization Form\*\***  
\*\*2.5% convenience fee applies.

## SUBMIT APPLICATION TO:

**L&L Exhibition Management**  
**7809 Southtown Center #200**  
**Bloomington, MN 55431**

**Email: info@homeshowcenter.com**  
**Fax: 952-881-4272**

LOCATION ASSIGNMENT: Floor plan is subject to any modification if L&L Exhibition Management deems it necessary for the overall good of the Show or if the floor plan has minor variations.

DEPOSIT AND PAYMENT TERMS: Minimum non-refundable deposit of FIFTY PERCENT of the exhibit space rental fee to be submitted with this application within 7 business days of reservation. The remaining balance is due thirty days prior to the show.

THE INDIVIDUAL SIGNING THIS CONTRACT WARRANTS THAT THEY HAVE BEEN DULY AUTHORIZED TO EXECUTE THIS BINDING CONTRACT ON BEHALF OF THE ABOVE NAMED EXHIBITOR. THIS CONTRACT AND SHOW RULES AND REGULATIONS WILL CONSTITUTE ENTIRE AGREEMENT BETWEEN L&L EXHIBITION MANAGEMENT AND EXHIBITOR.

\_\_\_\_\_  
INITIALS

\_\_\_\_\_  
DATE



# SHOW RULES AND REGULATIONS

Phone: 800-374-6463  
Fax: 952-881-4272  
www.GiftAndArtExpo.com

## EXHIBIT SERVICE INFORMATION

Exhibitor agrees to be bound by the rules and regulations as may be established by the show decorator and to abide by all applicable rules as set forth in the contracts of labor unions whose jurisdictions apply to this exhibition in this facility.

## REMOVAL TIME

Dismantling may not begin until show closing on Sunday of the show and all exhibits must be removed by the specified time on your floor plan. Exhibit materials not removed by this time will be removed by the decorator and put in storage at Exhibitor's expense. Hours of installation and dismantling are subject to change by L&L Exhibition Management.

## EXHIBIT HOURS

L&L Exhibition Management reserves the right to change exhibit hours and/or change the number of days or dates of the Exhibition as it may deem desirable. L&L Exhibition must hold any rescheduled event within 13 months of originally contracted event or refund all monies unless beyond its control.

## USE OF EXHIBIT

All demonstrations or other promotional activities must be confined to the limits of the exhibit space. Sufficient space must be provided within the exhibit space for the comfort and safety of persons watching demonstrations and other promotional activities. Each Exhibitor is responsible for keeping the aisles near its space free of congestion, caused by demonstrations or other promotions. Exhibitor shall not assign, sublet, or share the space allotted without the knowledge and written consent of L&L Exhibition Management. No firm or organization not contracted directly with L&L Exhibition Management will be permitted to solicit business within the exhibit area.

L&L Exhibition Management reserves the right to restrict exhibits which, because of noise, method of operation, materials or any other reason become objectionable, and also to prohibit or remove any exhibit which, in the opinion of L&L Exhibition Management, may detract from the general character of the Show. This reservation includes persons, things, conduct, printed matter, or anything of a character which L&L Exhibition Management determines is objectionable. In the event of such restriction or removal, L&L Exhibition Management shall not be liable for any refunds or other exhibit expenses.

## TAXES AND LICENSES

Exhibitor shall be responsible for obtaining any licenses, permits or approvals, required under local or state law applicable to their activity at the Show. Exhibitor shall be responsible for obtaining any tax identification numbers and paying all taxes, license fees or other charges that shall become due to any governmental authority in connection with their activity at the Show.

## EXHIBIT SAFETY

For all exhibits over 8 feet high, the Exhibitor hereby represents and warrants to L&L Exhibition Management that exhibitor has taken all steps reasonably necessary to ensure the sound engineering and structural integrity of its exhibit design and the proper construction and safety of the exhibit itself, as erected, including obtaining the certificate of a registered structural engineer if reasonably available. Exhibitor accepts responsibility for any personal or property damage that may result directly or indirectly from the collapse of its exhibit or any portion thereof or the existence of any other unsafe condition at the exhibit. Exhibitor hereby agrees to indemnify and hold harmless L&L Exhibition Management, the owner and management of the exhibition facility, and others lawfully on the exhibit floor, from and against any claim, loss liability or damage as a result of Exhibitor's construction or maintenance of an unsafe exhibit, and Exhibitor further represents and warrants that it has obtained adequate insurance to cover its potential liability hereunder. Exhibitor shall furnish L&L Exhibition Management with the engineering and/or insurance certificates referred to herein upon request prior to or during the Show.

## LIABILITY

Neither L&L Exhibition Management, nor its agents or representatives, will be responsible for any injury, loss or damage that may occur to the Exhibitor or to the Exhibitor's employees or property from any cause whatsoever. Under no circumstance will L&L Exhibition Management be responsible for lost profits or other incidental or consequential damages. Exhibitor shall obtain, at its own expense, adequate insurance against such injury, loss, or damage. L&L Exhibition Management shall not be liable for failure to perform its obligations under this contract as a result of strikes, riots, acts of God, or any other cause beyond its control. Anyone visiting, viewing or otherwise participating in the Exhibitors exhibit is deemed to be the invitee or licensee of the Exhibitor, rather than the invitee or licensee of L&L Exhibition Management. L&L Exhibition Management shall not be liable for any injury whatsoever to property of the Exhibitor or to persons conducting or otherwise participating in the conduct of the exhibit or to invitees or guests of the Exhibitor. Exhibitor agrees to abide by existing agreements and regulations covering the use of services or labor in the conference and exhibit facility. The Exhibitor assumes full responsibility and liability for the actions of its agents, employees, or independent contractors, whether acting within or without the scope of their authority and agree to save harmless L&L Exhibition Management and the exhibit hall from responsibility or liability resulting directly or indirectly, or jointly, from other causes which arise because of the actions or omissions of its agents, employees, or independent contractors, whether acting within or without scope of authority. There is no other agreement or warranty between the Exhibitor and L&L Management except as set forth in this document. Any action shall be venued in Minnesota and subject to Minnesota law. The rights of L&L Exhibition Management under this contract shall not be deemed waived except as specifically stated in writing and signed by an authorized officer of L&L Exhibition Management.

## SECURITY AND INSURANCE

The exhibitor is solely and fully responsible for its own exhibit material and should insure its exhibit against loss or damage from any cause whatsoever. All Property of an exhibitor is understood to remain in its care, custody and control in transit to or from or within the confines of the Exhibit Hall.

## CARE OF BUILDING AND EQUIPMENT

Exhibitors or agents, must not injure or deface the walls or floors of the building, the exhibit spaces, or the equipment of the exhibit spaces. When such damage appears, the exhibitor is liable to the owner of such property so damaged. All materials used in decorations must be flameproofed. Electrical wiring must conform with the National Electric Code Safety rules and all other applicable rules, regulations, fire laws, electrical codes and other laws of the city in which the Show is located, and of any other government authority maintaining jurisdiction over the said exhibition facility, which affect the installation, conduct and disassembly of the exhibit. Combustible materials or explosives are not permitted in the Exhibit Hall. The Exhibitor shall also comply with all reasonable requests of officials of the Exhibit Hall and L&L Exhibition Management with respect to the installation, conduct and disassembly of its exhibit.

EXHIBITOR (COMPANY NAME)

AUTHORIZED SIGNATURE

DATE

PRINT NAME AND TITLE

# 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:
	<p>_____ 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]).</p> <p>_____ 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]).</p> <p>_____ A nonprofit organization that meets all the criteria set forth in MS 297A.70, subd. 14.</p>

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

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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](http://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](http://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.