

BHSU Vendor Fair
November 6th, 2018
@9 AM- 5 PM



In the Jacket Legacy Room on BHSU Campus

Sponsored by CAB

Please complete all of the components of the form to apply for a booth at the BHSU Vendor Fair.

Terms and Conditions:

- A 6 foot long table will be provided for each vendor. \$45 for new vendors, \$35 for returning vendors, and \$20 for vendors if you are enrolled at BHSU. If you need electricity, let us know and we can get you a spot by an electrical outlet. Bring your own power strips because they will not be provided.
- Vendors should stay in their designated space and if you need more room than what is provided let us know before you arrive, and we can make those arrangements.
- No Refunds will be given out if you don't show up the day of. Payments are due on October 23rd, two weeks prior to the Vendor fair which will reserve you a spot. If we don't have your payment by then we will be looking for other vendors to fill your spot.
- Setup will start at 7:30 AM on November 6th in the Jacket Legacy Room and the Vendor fair will start at 9 AM. Take down will be at 5 PM. The JLR (Jacket Legacy Room) is upstairs in the Student Union. There will be signs to lead you to where it is located. You will be able to park in the Jonas Parking Lot located in front of the Student Union. See campus map for directions on how to get to campus. We will also provide you with a visitors parking pass for the day so that you won't be ticketed. There will be signs on each table in the JLR letting you know where you will be located.



- | | |
|---|---|
| 1 ADMISSIONS WELCOME CENTER | 13 RONNIE THEISZ FIELD (WOMEN'S SOCCER) |
| 2 STUDENT UNION | 14 YELLOW JACKET SOFTBALL FIELD |
| 3 JONAS ACADEMIC | 15 YELLOW JACKET APARTMENTS |
| 4 SANFORD SCIENCE & MATH EDUCATION CENTER | 16 LYLE HARE STADIUM |
| 5 JONAS SCIENCE | 17 WENONA COOK |
| 6 LIFE SCIENCES LABORATORY | 18 WOODBURN HALL |
| 7 HEIDEPRIEM HALL | 19 E.Y. BERRY LIBRARY |
| 8 BORDEAUX HALL | 20 IDA HENTON PARK |
| 9 THOMAS HALL | 21 JOY (PROCTOR) KRAUTSCHUN ALUMNI/ FOUNDATION WELCOME CENTER |
| 10 SCHALLENKAMP AMPHITHEATER | 22 HUMBERT HALL |
| 11 CLARE & JOSEF MEIER HALL | 23 FACILITIES SERVICES |
| 12 DONALD E. YOUNG SPORTS & FITNESS CENTER | |

From Interstate 90:
 Take Exit 12, off I-90 into
 Spearfish
 Drive west on Jackson Blvd.
 approx. 1 mile
 Turn right at the corner of
 Jackson Blvd. and University St.
 Drive north 2 blocks to the BHSU
 Campus.

From Highway 85:
 Continue south on North Ave.
 to Main St.
 Turn right at the corner of Main
 St. and Jackson Blvd.
 Turn right at the corner of
 Jackson Blvd. and University St.
 Drive north 2 blocks to the
 BHSU Campus.

Vendor Information:

Contact Name:

Business Name:

Mailing Information:

Address: _____

City: _____ State: _____

ZIP Code: _____ Telephone: _____

Home: _____ Mobile: _____

Email: _____

What are you selling? Please describe of the product(s). If it is food, list each item that you plan to sell.

Additional Booth requests/accommodation needs? (Near another vendor, Electrical outlet, etc?). Changes will not be made the day of the event.

Vendor Fees:

First time vendor 6ft. table \$45 x _____ = \$_____ or Returning vender 6ft. table
\$35 X _____ = \$_____ or BHSU student or club/org Vendor 6ft. table \$20 x _____ =
\$_____

Total Cash or Check Enclosed = \$ _____

I have included a check or cash for the 2018 BHSU Vendor Fair. I have read and understand the terms and conditions of the event.

Vendor Signature:

For further information, or questions:

Ashley Tate

605-553-8111

Ashley.Tate@yellowjackets.bhsu.edu

**Mail completed form and
check or money order to:**

BHSU CAB

1200 University Street Unit 9000

Spearfish, SD 57799

Please make checks payable to: BHSU CAB