



June 26, 2018

Dear Potential Powwow Vendor:

Thank you for your interest in being a vendor at our 52nd Annual Traditional Powwow on August 17 – 19, 2018. Enclosed is our Vendor Registration form for 2018.

Please make note: 1) the Mille Lacs Band Powwow Committee reserves the right to accept or reject potential vendors based on past experience. 2) We do not allow site sharing or sub-letting of sites. 3) Sites will only be reserved on a first paid basis, and we **do not accept personal checks**. Send only a cashier's check or money order. 4) **Vendors must provide their own workers, no hiring allowed on Powwow grounds.**

Vendor fees for the 2018 Pow Wow are as follows:

Food Vendor	\$450.00
Mille Lacs Band Member Food Vendor	\$200.00
Craft Vendor	\$350.00
Mille Lacs Band Member Craft Vendor	\$200.00

When you are planning your inventory, please be advised that The Mille Lacs Band of Ojibwe Pow Wow Committee prohibits the following items sold in any of the vendor stands:

- alcohol,
- tobacco products,
- weapons of any type (toy or real),
- fireworks – including “snaps”,
- whistles of any type,
- any “shocking” toys,
- aerosol spray cans,
- candy cigarettes,
- derogatory words such as the word “squaw” on any food items, and
- gum.

For 2018 we will again be expecting 100% compliance with Indian Health Services for Food Vendors. A checklist can be found on the IHS website under temporary food service operations or you can call and we will provide you a copy.

Should you have any questions, please feel free to contact me at the number below.

Sincerely,

Chris Gahbow 320-362-4935  
Mille Lacs Band of Ojibwe  
Powwow Committee  
43408 Oodena Drive  
Onamia, MN 56359



**Type & Size of your Vendor Booth Stand:**

(please include the hitch in your measurements)

- Tent \_\_x\_\_ size
- RV \_\_x\_\_ Size
- Camper/Trailer \_\_x\_\_ size
- Other: Describe below \_\_x\_\_ size

**PLEASE NOTE THE FOLLOWING CHANGES TO VENDOR PARKING AND CAMPING.** Each vendor will only be allowed one vehicle per Vendor Site. You will get a vendor parking pass that will be register to one vehicle for the whole weekend. There will no longer be camping allowed on the road behind vendor row, you will be require to use the designated camping areas.

I understand and agree to adhere with the following policies of the MLB Traditional Powwow Committee:

**“Sales Policy”:** We prohibit the sale of alcohol, tobacco products, weapons (toy or real), fireworks (including “snaps”), whistles, any “shocking” toys, aerosol spray cans, and gum in any of the vendor stands.

**“Required Vendor Timelines”:** Vendors are not able to set up before 10 a.m. on the Thursday before the powwow. No vendors will be allowed to set up after 5pm on Friday. Vendors cannot open for business until a safety check has been satisfactorily completed. No food items can be sold until the food handler inspection has been satisfactorily completed.

**“Food Handling Policy”:** All vendors serving food must adhere to the Indian Health Services Food Handling Requirements to safeguard themselves, their customers, and the Mille Lacs Band of Ojibwe. (An outline of Food Handling Policies will be provided to you.) A representative from each food booth must attend our Food Handler’s Meeting on Friday, tentatively scheduled for 3 p.m.

**“Vendor Booth Placement”:** The powwow committee places vendors in specific locations in an attempt to distribute food and art vendors appropriately, in order to distribute electrical usage evenly throughout the grounds. We will attempt to place our past vendors in their desired spot, but understand THE POWWOW COMMITTEE MAY NEED TO PLACE YOU IN A DIFFERENT SPOT AS WE SEE NECESSARY.

**“Refund Policy”:** Refunds are only provided for specific emergencies and within specified time limits before the powwow begins. 100% refund with written request received by June 15 and approved by the Powwow Committee. 50% refund with written requests received by June 30 and approved by the Powwow Committee. No refunds are provided after July 6.

By signing this form, I confirm that I have read, understand, and agree to the terms as outlined. **Keep a copy of this form for your records.**

\_\_\_\_\_  
Owner’s Signature

\_\_\_\_\_  
Date

**FOR OFFICE USE ONLY**

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

Refund Request Received: \_\_\_\_\_

Amount Received: \_\_\_\_\_

Refund Approved? Yes No Amount \$ \_\_\_\_\_

Date Confirmation Letter Sent: \_\_\_\_\_

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

Date Food Handling Policies Sent: \_\_\_\_\_

2015 Site # \_\_\_\_\_ 2016 Site # \_\_\_\_\_