



# 2018 NDWS ANTIQUE & JUNK BOUTIQUE N' MORE

**Dear Exhibitor,**

The North Dakota Winter Show is looking forward to another successful year, at the 81<sup>st</sup> Annual North Dakota Winter Show, in Valley City, ND! If you have any questions please feel free to contact our office @ 800-437-0218, 701-845-1401, or email [ndws@northdakotawintershow.com](mailto:ndws@northdakotawintershow.com).

- DATES/HOURS:** Saturday March 3<sup>rd</sup>, 2018 to Sunday March 4<sup>th</sup> 2018 - Show hours are 9 a.m. to 5 p.m.
- PLACE:** National Guard Armory, 747 7<sup>th</sup> St. SE, adjacent to the NDWS grounds
- SET-UP HOURS:** A six-hour move-in period from 3 p.m. to 9 p.m. on Friday, March 2<sup>nd</sup>. If not present by 8 p.m., your booth space will be rented to another exhibitor.
- MOVE-OUT:** A three-and-a-half-hour move-out period has been scheduled from 5:30 p.m. to 9 p.m. Sunday March 4<sup>th</sup>. All merchandise **MUST** be out of the building between these times. Anyone that closes down earlier than the scheduled time will not be guaranteed a spot for 2019.
- SHOW** Articles are to be sold with the exhibit remaining interesting throughout the show and **must be left until check-out time**. We are not responsible for any lost, stolen or damaged articles.
- GUIDELINES:** **THIS IS A JURIED SHOW.** Pictures, (no more than 3) are required of your complete product with your name on back. NO PETS ARE ALLOWED. FOOD SAMPLES FROM COMMERCIAL KITCHENS ONLY.
- BOOTH ASSIGNMENT:** Booth assignments will be made by the NDWS Management. Two people per booth will be entitled to a door attendance stamp for both days of the show. Admittance for the public will be \$2.00.
- BOOTH CHARGES:** Make your check payable to the NDWS. **The charge will be \$60.00 for an 8' x 10' space with 1 (8 ft.) table and 2 chairs;** Please indicate below on the order form how many chairs and tables you need. Extra tables, (must be requested), and are available for \$5.00 **you must provide your own table covering.** **ABSOLUTELY NO REFUNDS AFTER January 29<sup>th</sup>.** A \$25 processing fee will be charged for cancellations before January 29<sup>th</sup>. After January 29<sup>th</sup>, you will be notified if you have been accepted. If you are not, your picture(s) and check will be returned.
- LIABILITY & INSURANCE:** Each exhibitor will be required to provide a Certificate of Insurance, (proof of insurance). **Your Certificate of Insurance DOES NOT carry over year to year. EVERYONE must provide a new certificate each year.**

***This Insurance Certificate must be on file in our office prior to February 23, 2018. This can be done easily by contacting your business insurance company or you homeowners' insurance company. (There may be a very minimal fee). If you have questions regarding this, please contact our office at 701-845-1401. You also have the option of purchasing insurance through the NDWS, for an additional \$70.***

**LOADING/**

**UNLOADING:** All vehicles must be removed from the unloading areas on the east and west sides of the Armory after unloading. There is parking available north of the building.

**ELECTRICAL**

**HOOK UPS:** Electricity is available for an additional fee of \$25. You must provide your own extension cord.

ND Tax Department states that all exhibitors should be charging sales tax and Valley City sales tax (total 7.5 %) for items sold at the show. Noncompliance with ND Tax Laws may be grounds for cancellation of space and/or denial of renewal.

**Return** \* \* \* \* \* **Return**  
\* \* \* Please fill out form and return with payment as well as pictures of your booth/product  
NO LATER THAN JANUARY 2<sup>nd</sup> 2018 to: \* \* \*

**2018 NDWS ~ Junk Boutique N' More and Antique Show  
Entry Form**

NAME \_\_\_\_\_ ND SALES TAX # \_\_\_\_\_

ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

PHONE \_\_\_\_\_ E-MAIL ADDRESS \_\_\_\_\_

NUMBER OF PICTURES ENCLOSED \_\_\_\_\_ TYPE OF EXHIBIT \_\_\_\_\_

ELECTRICITY: YES \_\_\_\_\_ NO \_\_\_\_\_ NUMBER OF CHAIRS NEEDED IN BOOTH: \_\_\_\_\_

(Additional fee for electricity is \$25.00)

8 X 10 BOOTH AT \$60.00 (circle # of tables needed) **NONE** **ONE** \$ \_\_\_\_\_

NUMBER OF EXTRA TABLES @ \$5.00 PER TABLE \_\_\_\_\_ \$ \_\_\_\_\_

Electricity @ \$25.00 \$ \_\_\_\_\_

**TOTAL ENCLOSED:** \$ \_\_\_\_\_

**Make check payable to NDWS and send to: NDWS ~250 W Main St ~ Valley City, ND 58072**

Contact: North Dakota Winter Show office @ (701) 845-1401 or email [ndws@northdakotawintershow.com](mailto:ndws@northdakotawintershow.com)

**CHECK OUT OUR WEBSITE: [www.northdakotawintershow.com](http://www.northdakotawintershow.com)**