

THE OFFICIAL
North Dakota Winter Show
CRAFT SHOW & Market @ The armory



Friday & Saturday
March 7, 2025 ~ 10 am - 7 pm
March 8, 2025 ~ 10 am - 6 pm



2025

The Official NDWS Craft Show & Market @ the Armory

Dear Exhibitor,

The North Dakota Winter Show is looking forward to another successful year, at the 88th Annual North Dakota Winter Show, in Valley City, ND! The Official NDWS Craft Show & Market is being held once again under the umbrella of the NDWS. The event will be held in the Armory across from the Winter Show, but will be advertised in the Winter Show advertising and marketing. If you have any questions, please feel free to contact our office @ 701-845-1401, or email ndws@northdakotawintershow.com.

DATES/HOURS: Friday March 7th 10 am – 7 pm, & Saturday March 8th 10am – 6 pm.

PLACE: National Guard Armory 747 7th St SE Valley City, ND 58072

SET-UP HOURS: Move-in period is 5 pm – 8 pm Thursday March 6th

MOVE-OUT: A three hour move-out period has been scheduled from 6pm to 9pm Saturday, March 8th. All merchandise **MUST** be out of the building between these times. Anyone that closes earlier than the scheduled time will not be guaranteed a spot for 2026.

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.

Show Management on sight will be Joyce Gortmaker & Naomi Bucholz.

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.

BOOTH Booth assignments will be made by the Craft Show Management.

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 15th, 2025. 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.**

LOADING/ UNLOADING: West side doors of National Guard Armory 747 7th St SE Valley City, ND 58072(across the street from the East entrance of the NDWS Building)

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

Concessions: TBD

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 February 14th, 2025 to: * * ***

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NAME _____ ND SALES TAX # _____

ADDRESS _____ CITY _____ STATE _____ ZIP _____

PHONE _____ E-MAIL ADDRESS _____

NUMBER OF PICTURES ENCLOSED _____ TYPE OF EXHIBIT _____

ELECTRICITY: YES _____ NO _____

(Additional fee for electricity is \$25.00)

10 X 10 BOOTH AT \$75.00

(booth includes 1 table and 1 chair)

\$ _____

NUMBER OF EXTRA TABLES @ \$10.00 PER TABLE _____

\$ _____

NUMBER OF EXTRA CHAIRS @2.00 PER CHAIR _____

\$ _____

Electricity @ \$25.00

\$ _____

TOTAL ENCLOSED: \$ _____

Make check payable to NDWS and send to: NDWS ~Po Box 846 ~ Valley City, ND 58072

Contact: North Dakota Winter Show office @ (701) 845-1401 or email

ndws@northdakotawintershow.com

CHECK OUT OUR WEBSITE: www.northdakotawintershow.com