

# POTENTIAL EXHIBITOR/VENDOR APPLICATION

# OSBORNE HERITAGE DAYS

Please be sure to fill out the form completely and upload examples of work and logo to be used for promotions. Incomplete applications will not be accepted. Our events team will reach out if your application is approved. This is a “juried” application, invitations are determined on space and how closely the goods or demonstrations fit the non-commercial goals of Osborne Heritage Days. To keep the market diverse, please note certain categories may be closed out once our limit is reached. Guidelines for exhibiting are attached-please read these carefully.

## 1.Name

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## 2.Address

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## 3. Exhibitor or Vender?

### A. Exhibitor- Demonstrating pioneer crafts and skills

- What will you be demonstrating - Detailed description and images if possible

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- In Costume? Y / N
- Selling? Y / N
- SS# or Tax ID for State Sales Permit? \_\_\_\_\_
- Do you have a logo or image for marketing? Please attach or send. Y / N

### B. Vender – Selling food or goods related to the late 1800’s

- What will you be selling - Detailed description and images if possible

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- SS# or Tax ID for State Sales Permit \_\_\_\_\_
- Do you have a logo or image for marketing? Please attach or send. Y / N

## 4. Please indicate any special needs, requests

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## 5. Do you need tables?

- Number needed? \_\_\_\_\_
- Flat frame tables or picnic tables? \_\_\_\_\_

If you have any questions, feel free to contact (563)-245-1516 or [cccb@claytoncountyia.gov](mailto:cccb@claytoncountyia.gov)

Always the second full weekend of October,  
Osborne Heritage Days looks forward to another great year. We hope the festivities will bring new faces, fall colors and great weather for all to enjoy!

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## GUIDELINES FOR EXHIBITORS AT HERITAGE DAYS

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1. Heritage Days is a non-commercial event, emphasizing demonstrations of pioneer skills and crafts. The Heritage Days staff must approve ALL exhibitors and demonstrators at least 2 weeks prior to the event. Clayton County Conservation has the right to refuse any exhibitor.
2. Exhibit times for Heritage Days are 10:00 a.m. to 4:00 p.m. each day. Set-up time is 9:00 a.m. We hope that you can be with us for both days, but realize this may not be feasible for all exhibitors.
3. Exhibitors at Heritage Days are here primarily to demonstrate their craft. However, exhibitors who wish to sell the items they are demonstrating may do so. Items sold should reflect pioneer crafts and skills, and not modern-day materials or techniques. No pyramid scheme sale items allowed. **A fee of \$30 per day or \$50 for the weekend will be charged for those who are selling items.** Donations above this amount are gladly accepted, and are tax-deductible. No fee is charged for those who are demonstrating only.
4. Shelter, tables and chairs will be provided for those requesting them ahead of time; however, our supply is limited. There are also limitations on space because of the large number of exhibitors. Therefore, the Heritage Days staff must reserve the right to assign location and size of exhibit areas. Generally, a 10 X 10-foot space will be available. A tent may be furnished by each vendor.
5. No extension cords will be provided this year. If you normally request an extension cord, please bring a personal one along. Electric service is extremely limited.
6. Exhibitors must check in at the information booth upon arrival. You will then receive instructions on where to set up, as well as an informational packet. Those exhibitors selling items must pay their selling fees at this time.
7. Event **sales tax permits**- please register your permit number at the info booth, contact the State of Iowa if you need a temporary permit.
8. If you have a pioneer-type costume or clothing, please feel free to wear it during the event. The clothing will add to the "heritage" atmosphere, and will distinguish you as an exhibitor.
9. Parking for exhibitors is provided in the Pioneer Village area. There is public camping available in Elkader. A list of area hotels, motels and campgrounds can be sent upon request.
10. A lunch stand will be set up on the grounds.
11. On Sunday afternoon, we will be holding a fund-raising auction. We ask exhibitors to consider donating unique, handcrafted items for this auction. These items may be left at the information booth when checking in.
12. A display area will be designated as the "Community Bulletin Board." Local businesses or organizations, which are sponsoring public events during the weekend, are invited to provide posters or flyers for display here. Other types of solicitations will not be allowed.