

Inver Grove Heights Days 2022

BUSINESS & COMMUNITY EXPO

September 11th, 2022

P.O. Box 2031, Inver Grove Heights, MN 55076

Dear Business Owner / Community Group:

Summer is here and planning for Inver Grove Heights Days 2022, to be held September 7th-11th, is under way! As an important member of our community, and an integral part of Inver Grove Heights growth, the Inver Grove Heights Days committee would like to invite you to join us at the Inver Grove Heights Days Business & Community Expo.

The Business & Community Expo takes place on Sunday, September 11th. Participation in the Expo gives you the opportunity to showcase your business and reach thousands of area residents. You'll have the chance to meet many of your existing customers and get your message out to many potential clients. The residents, who attend our event love to spend time learning about what the community has to offer, so don't miss out on this exciting opportunity!

Because of the popularity and success of the event, it is important to get your completed forms and check submitted by August 15th. Applications received by August 15th will be approved in order of the following criteria:

- Inver Grove Heights Business or Group, previous year's participant
- Inver Grove Heights Business or Group, not participating in previous year
- Non-Inver Grove Heights Business or Group, previous year's participant
- Non-Inver Grove Heights Business or Group, not participating in previous year.

Any registrations postmarked after August 15th will be subject to a \$25.00 late registration fee, and will be approved on a first-come, first-serve basis, subject to availability of space and the number of previously approved "like" businesses. To give our vendors the most exposure, we guarantee exclusivity (i.e. only one Mary Kay, Tastefully Simple, etc. vendor will be accepted).

Don't delay. Return your signed application, completed ST-19
and check payable to IGH Days by Aug 15th.
Please mail to: P.O. Box 2031, Inver Grove Heights, MN 55076

The event will be held on Cahill Ave. near Buckley Way. The public is invited to the event between 11:00 am and 3:00 pm. We ask you have your expo location set up and all vehicles off Cahill Avenue by 10:30am, and vehicles will be allowed back into the area after 3:00 p.m. for tear down. All groups should plan to bring their own tent, tables, and chairs. If you plan to bring a tent with you, please ensure you have proper weights to avoid blowing away—sand bags attached to the poles is a great idea.

We hope you can join us in Celebrating Inver Grove Heights and bringing our community together for Inver Grove Heights Days.

Sincerely

Inver Grove Heights Days Volunteer Committee

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Business / Community Expo Application

Business/Organization: _____

Contact Person: _____ Phone #: _____

Fax #: _____ E-Mail: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Description of Services & Product Provided:

(include everything you plan on offering or having at your booth, including free giveaways)

Please mail complete application and space rental fee to: IGH Days—Bus. Expo

PO Box 2031

Inver Grove Heights, MN 55076

Space Rental Fees:

Please remember to bring your own tent, table and chairs.

() 10 x 10 open air vendor location; RETURNING VENDORS - \$60.00

() 10 x 10 open air vendor location - \$75.00

() 10 x 20 open air vendor location; RETURNING VENDORS - \$105.00

() 10 x 20 open air vendor location - \$125.00

Please note: All vendors must include an ST-19 form to be considered complete. Also, all applications postmarked after the August 15th deadline must pay an additional \$25.00 late registration fee. If this fee isn't included with your application it will be considered incomplete.

FOR OFFICE USE ONLY:

Application received:

ST-19 received:

Payment received:

Previous Participant: YES NO

Confirmation sent:

Space Assigned: