



Bismarck's
16th Annual Christmas
Art & Craft Fair
 November 21 & 22, 2025

Official Use Only-Leave Blank

Booth #'s: _____ T: _____ C: _____
 Check#: _____ E: _____ W: _____
 Amount Pd: _____ Date: _____
 Amount Due: _____
 Notes: _____

Name (First, Last): _____ Date: _____

Business Name (to appear in Customer Pamphlet): _____

Mailing Address: _____ City: _____ State: _____ Zip: _____

Phone Number:(Home) _____ (Cell) _____ (Work) _____

Website (n/a if you don't have a website or social media page for your business): _____

Email Address (n/a if you don't have access to email): _____

ND Tax ID: _____(See Sales Tax on page 2 for additional information)

What Do You Make: (All items must be made by you. NO buy/sell, import/commercial or Direct Sales merchandise allowed): _____

Have you been an exhibitor in a previous BIG ONE show? _____
 _____ Initial to acknowledge all the items you will offer for sale are made by you, your family and/or your business employees or you're the author or inventor/patent holder of what you are selling.
 _____ Initial to acknowledge that you've read and accept the shows Rules & Regulations on pg. 2, including the cancellation policy.

Complete the following information on the vehicle and trailer you will have at this show.
 Vehicle Color: _____ Vehicle Make/Model: _____ License Plate #: _____ License Plate State: _____
 Trailer Color: _____ Trailer Length: _____ Trailer Plate #: _____ Trailer Plate State: _____

FOOD VENDORS: Do you offer sampling? _____ It is the vendors responsibility to make sure you know and follow all Rules & Regulations on selling/sampling consumable products in Bismarck. Food must be packaged & sealed, meant to be consumed outside of the show. For information or questions, please contact Burleigh Public Health at 701-355-1540 **

Booth Selection: Selection NOT a guarantee. All booth are 10 x 10 and include 1 chair. Nearest electrical plug-in could be as far as 50' away from your booth, bring your own extension cords. Wall background booths are limited and means no booth will be behind you. Per Bismarck Event Center rules, nothing can be hung or leaning against the walls.

<u>Booth Type</u>	<u>Cost</u>	<u>Qty</u>	<u>Options</u>	
Floor Aisle Booth.....	\$180/booth	_____	Tables (8') : \$15 each before Oct. 1st, \$20 each after	Qty: _____
Wall Background Booth...	\$200/booth	_____	Back-Drop Curtain: \$18 (per 10') before Oct. 1st, \$23 after	Qty: _____
Total Booth Cost:	_____	Total Option Cost:	Electricity: \$20 (per 10') before Oct. 1st, \$25 after	Qty: _____
TOTAL DUE:	_____		WiFi Access: \$15 before Oct. 1st, \$20 after	Qty: _____

Payment Information

Mail or email a completed **application, payment** (check, money order or credit card) & **pictures** showing your work (pictures not required for returning vendors unless absent from our shows for 3+ years or your product line has changed) to:
THE BIG ONE, PO Box 1276, Minot, ND 58702 OR via email to info@thebigone.biz
 A non-refundable 3% fee will be added to credit card payments. Cards are charged upon acceptance into the show.

Name on Card: _____ Card #: _____ Exp. Date: _____
 Security Code: _____ Billing Zip Code: _____
 Signature: _____
 Check here for permission to charge the card if submitting online.

Contact Information

Stacy & Lisa Frank
PO Box 1276, Minot, ND 58702

Website: www.thebigone.biz

Email: info@thebigone.biz

Phone: (701) 837-6059

Fax: (701) 839-0874

SHOW HOURS

Friday, Nov. 21 ~ 10am - 8pm

Saturday, Nov. 22 ~ 9am - 5pm

SET UP INFORMATION

Bismarck Event Center

315 South 5th Street

Thursday, Nov. 20 ~ 12pm - 9pm

Friday, Nov. 21 ~ 7am - 9:45am

RULES AND REGULATIONS

REGISTRATION:

Applications are accepted after current year show. All previous year vendors will be guaranteed entrance within their category if an application and fees are **RECEIVED by June 1**. After June 1, booth allocation is on a first come first serve basis. New applicants will not know booth allocation or show acceptance until **after June 30**. Upon acceptance into the show and full payment made, a Show Acceptance Notice will be sent to you. Booth assignment may be subject to change before the show.

EXHIBIT CONTENT AND MANNER OF USE:

ALL CRAFTS MUST BE HANDMADE BY YOU. New exhibitors or exhibitors that change product(s) must supply pictures that prove all products are handmade. All food must be packaged to take home and not for on-site consumption. **THE BIG ONE** reserves the right to make decisions relative to the show content and reserves the right to reject exhibits which it deems unsuitable to the show or for any reason we see fit.

PAYMENT:

Full payment of fees are required with application. No exhibitor will be allocated booth space or allowed to move-in until full payment has been made. Return check charge is \$25 per occurrence.

REFUND/CANCELLATION:

All fees are non-refundable after **September 1** if you cancel your application. If **THE BIG ONE** has to cancel a show due to weather, strikes, riots, acts of God, government preemption, national emergency or any other act, circumstances, occurrence or cause beyond **THE BIG ONE's** control, the refund policy will be as follows: 75% refund/show credit of total application fee(s) if show is canceled two weeks or more from the show start date. 50% refund/show credit of total application fee(s) if show is canceled two weeks or less from the show start date.

AMENDMENTS:

These rules, regulations and conditions have been drawn for the purpose and intention of providing a well-balanced, well-regulated, attractive, and successful show. The management shall have full power to interpret the rules and regulations or make such and any and all amendments of the foregoing rules, regulations and conditions which shall bind the Exhibitors. **NO EXCLUSIVE OR VERBAL CONTRACTS** will be recognized without written approval of owners.

LIABILITY:

Neither **THE BIG ONE**, its owners and employees, the Bismarck Event Center, the City of Bismarck, nor their representatives, employees or agents, shall be responsible for any injury, loss or damage that may occur to the Exhibitor or Exhibitor's employees or property from any cause whatsoever, including, but not limited to claims based in contract, negligence, strict liability, or other sort. In no event shall the above mentioned be liable for any incidental or consequential damages. "FORCE MAJEURE" - **THE BIG ONE**, its owners and employees, the Bismarck Event Center, the City of Bismarck, nor their representatives, employees or agents, shall not be liable for failure to perform its obligations hereunder due to strikes, riots, acts of God, government preemption, national emergency or any other act, circumstances, occurrence or cause beyond their control

INDEMNIFICATION:

In consideration of the mutual covenants contained herein, Exhibitor hereby agrees and shall indemnify and save harmless **THE BIG ONE**, its owners and employees, the Bismarck Event Center, the City of Bismarck, nor their representatives, employees or agents, against any and all suits, claims, actions, losses, costs, penalties, and damages, of whatsoever kind and nature, including attorney fees, arising out of, in connections with, or incident to the Exhibitors participation in **THE BIG ONE**.

CARE OF THE BUILDING:

Exhibitors, or their agent, must not injure or deface the walls or floors of the building and adjacent areas, including outside surfaces. If such damage appears, the Exhibitor is liable to the Bismarck Event Center for the property damaged. No helium balloons. Adhesive-backed stickers or material of any kind or nature are expressly prohibited. Exhibitor assumes total responsibility and liability for any and all damage due, related or pertaining to, or caused by loading and unloading of equipment or any exhibit materials to be utilized by the Exhibitor.

FIRE & SAFETY RULES & REGULATIONS:

All rules and regulations relative to public buildings are prescribed by the City of Bismarck Fire Department and must be adhered to.

SALES TAX:

Exhibitors are responsible for collection of North Dakota State Sales Tax of 5%, City of Bismarck Sales Tax of 1.5% & Burleigh County Sales Tax of 1% on all sales made during **THE BIG ONE**. You are responsible for collection and mailing of the sales tax to the ND State Tax Commissioner and Ward County. If you don't have an ND Tax ID and this is the only ND show you are selling in this year, a One Time Remittance Form can be used. The form is available on their website under Forms > Sales and Use Tax. Exhibitor's name and contact information is given to the ND Tax Department after each show. For further information, questions or to obtain an ND Sales Tax Permit contact ND Tax Dept. www.nd.gov/tax/salesanduse, salestax@nd.gov, 701-328-1246.

Minot's Spring

Art & Craft Fair

ND State Fair Center

April 11 & 12, 2025

Fargo's Fall

Art & Craft Fair

FARGODOME

October 17 & 18 2025

2025 Show Dates



Minot's Christmas

Art & Craft Fair

ND State Fair Center

November 7 & 8, 2025

Bismarck's Christmas

Art & Craft Fair

Bismarck Event Center

November 21 & 22, 2025