

38th Annual Plains Indian Museum Powwow | June 15 & 16, 2019

Vendor Registration Form

Artist Information (complete all sections)

Name/Company _____

Tribal Affiliation/Enrollment# _____

Products (no food booths) _____

Address _____

Phone number _____

E-mail _____

Payment Method: Check/Money Order Credit card

American Express Discover Mastercard Visa Card Number _____

Expiration Date _____ CVV# _____ Signature _____

Total Amount to be charged to Credit Card _____

Vendor Space Fees

- **Single Space inside Powwow grounds: \$185 for 2 days**
- **Double Spaces inside Powwow grounds: \$370 for 2 days**
- **Single Space outside Powwow grounds: \$200 for 2 days**
- **Double Spaces outside Powwow grounds: \$400 for 2 days**
- Deposit of \$100 is due with application.
- Full refund of deposit until April 30, no refunds will be given after May 1.
- Checks or money orders should be made payable to Center of the West Powwow.
- Remaining booth fee will be collected on June 15.
- Application and payment must be received for space reservation.
- Spaces cannot be held or reserved over the phone without application or payment.

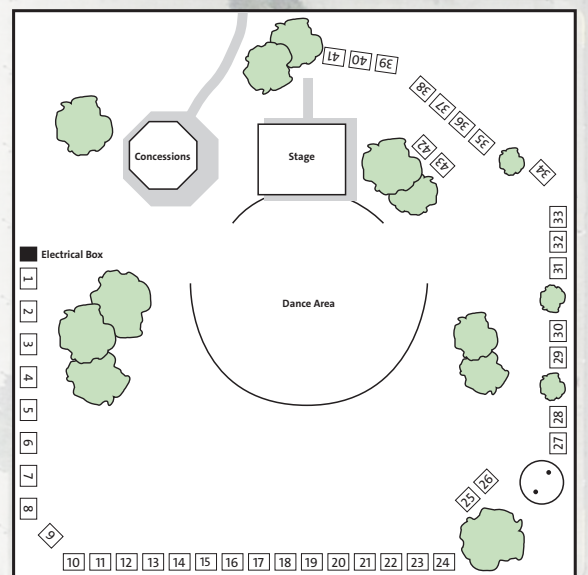


Please list your choices for space numbers:

1st choice _____ 2nd choice _____

3rd choice _____ 4th choice _____

We will do our best to accommodate your space request.
Spaces are assigned in the order that complete applications and payment are received. You will receive a confirmation letter when your application form and payment have been processed.



Vendor Policies | Read & Sign Below

1. Advance registration is required.
2. Only arts and crafts made by enrolled members of North American Indian Nations and tribes can be sold per IACB regulations. Vendors must provide proof of tribal membership for all merchandise/ each artist on registration form.
3. This form is for arts vendors only, not food booths / concession stands. No manufactured, imitation crafts or objects made from commercial kits or patterns allowed.
4. Vendors must bring their own setup. One 10' x 10' or 10' x 20' space per vendor. No electrical hookups, awnings, tables, chairs, or generators available. This is an outdoor Powwow, grounds are fenced.
**Spaces 44-48 are in a NEW location and are not in fenced Powwow grounds.*
5. Vendors may begin setting up Friday afternoon by 3PM or Saturday morning.
6. All items for sale must be clearly priced. No "SALE" signs allowed!
7. No animals, except service dogs, are allowed on the grounds.
8. Use of alcoholic beverages, illegal drugs, and controlled substances is prohibited.
9. Overnight camping or parking is not allowed on Center grounds.
10. No refunds for weather related or other circumstances during the event.
11. All vendors are responsible for collecting 4% Wyoming sales tax.
12. Your contact information will be shared with the Wyoming Department of Revenue. Vendors who are not licensed as a permanent vendor in the state of Wyoming will receive a filing to complete with the attached letter (Attention: Vendors Making Occasional Sales in Wyoming). For more information please contact Kim Sukut, Park County Department of Revenue (307-754-2686). Vendors are encouraged to be in good standing with the Wyoming Department of Revenue.

Security: Although the Buffalo Bill Center of the West provides security in the exhibit area during the day, vendors will be responsible for removing their merchandise at night. The Buffalo Bill Center of the West accepts no responsibility for loss, theft, or damage of participants' property nor do they assume any responsibility for personal injury incurred through negligence, carelessness, misconduct or for any other reason.

By signing this application, I agree to abide by the rules of the Plains Indian Museum Powwow and the Buffalo Bill Center of the West as stated on this form. I acknowledge that I am in accordance with the Indian Arts and Crafts Act of 1990.

Signature

Date

Send this form and deposit to:

Buffalo Bill Center of the West
ATTN: Hunter Old Elk
720 Sheridan Ave. | Cody, WY 82414

E-mail: HunterO@centerofthewest.org

FOR QUESTIONS, PLEASE CONTACT:

Hunter Old Elk
Phone: 307-578-4012
HunterO@centerofthewest.org
centerofthewest.org

We look forward to seeing you at the 38th Annual Plains Indian Museum Powwow!