

33RD ANNUAL



H O M E
SPORT & FAMILY
SHOW
APRIL 5-6, 2025

Presented by

Thief River Falls

Times

 Find us on
Facebook
@TRFHomeShow



Ralph Engelstad &
Huck Olson Arenas

BOOTH PRICES

(Booth sizes are approximate)

Concourse Rates\$85

Booths **C55 - C67** & **C48-C77** are 8' Deep x10' Wide

Booths **C1-C2, C17 - C25, C40 - C45**
are approx. 4'x16' Wide

Booths **C3-C16, C26-C39, C51-C54** & **C69-C76**
are approx. 6'x11' Wide

Imperial Room Rates 8'x10' Wide\$60

Huck Olson Arena 8'x10' Wide\$60

East Entry Rates, C85-C94 are 8'x10' Wide\$95

East Entry Rates, C95-C103 are 8'x10' Wide ...\$85

MAIN FLOOR DISPLAY RATES

Single Booth, 8' Deep x 10' Wide, **Main Floor**\$140

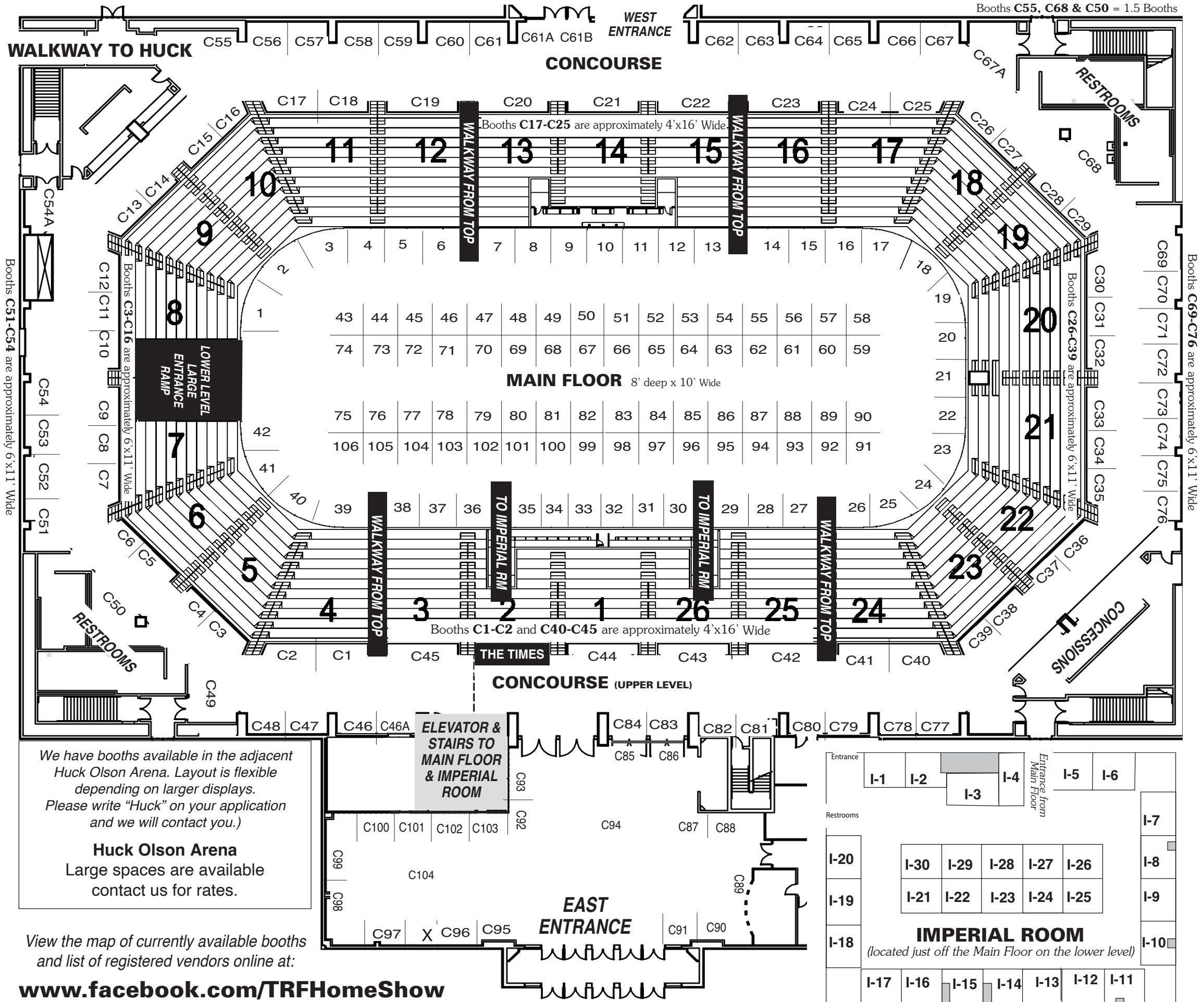
Ea. Additional. Booth, **Main Floor**...Add \$100

Outside Space
is available.
Contact us for
rates and
availability.

EARLY BIRD DISCOUNT
Reserve your booth by
Jan. 1st and receive a
10% DISCOUNT on booth price only
(Must be paid in full by CHECK OR CASH
at time of reservation to receive discount.
No discount with Credit or Debit Card)
Booths will not held
without payment.

NOTE: Two or more booths may be combined to create a larger space. No duplicate companies allowed. Show organizer, Thief River Falls Times (hereafter referred to as the "Management"), wherever possible will attempt to comply with booth location requests. Location is not guaranteed. Management reserves the right, in its sole and absolute discretion, to make final determination of all space assignments in the best interests of the show. Management reserves the right to make minor modifications to booth layout, location and size. Upon acceptance by Management, this application becomes a contract, between displayer and Management.

**Any Questions or Comments
May Be Addressed To:**
Thief River Falls Times
P.O. Box 100, Thief River Falls, MN 56701-0100
Phone: (218) 681-4450
Fax: (218) 681-4455
e-mail: printshop@trftimes.com

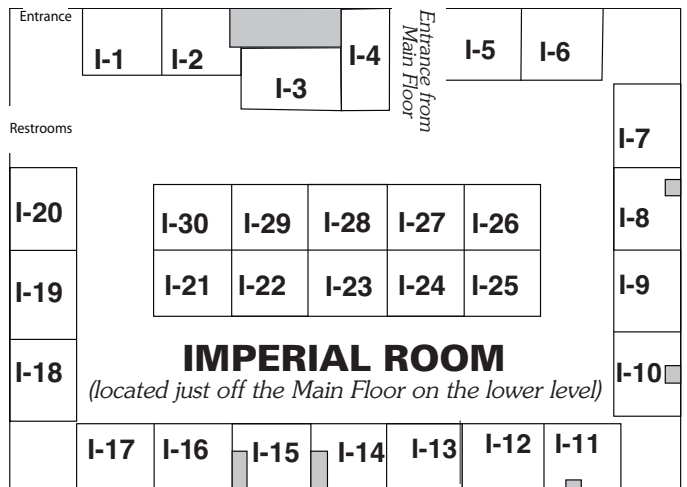


We have booths available in the adjacent Huck Olson Arena. Layout is flexible depending on larger displays. Please write "Huck" on your application and we will contact you.)

Huck Olson Arena
Large spaces are available contact us for rates.

View the map of currently available booths and list of registered vendors online at:

www.facebook.com/TRFHomeShow



HOME, SPORT & FAMILY SHOW CONTRACT:

Entire Page Must Be Completed

OFFICE USE ONLY

BOOTH #

AMOUNT PD

We hereby apply for the following exhibit space (select three space locations in order of preference):

1. _____ 2. _____ 3. _____

Exhibit choices are not gurantees. We will do our best to accommodate requests. Check map on Facebook for availability. We reserve the right to booth placement. Verbal agreement is not binding. Payment and application is the only way to ensure registration.

We will send out a confirmation letter in March with final booth location and other info.

We are reserving _____ Booth(s) _____ Table(s) _____ Chair(s)
(Can supply own tables & chairs No Early Bird discount on table & chairs)

Electricity needed (no charge - Must supply own ext. cord. Main floor electricity will be available after setup)

I would like to place an ad in the event publication prior to the show
(Attach business card for ad ~ you will be contacted at a later date if you choose larger ad for information and payment. No Early Bird discount on ads.)

CASH CHECK # _____

VISA, MC or DISCOVER # _____ Code _____ Exp. Date _____

Booth Price	_____
#Tables _____ (\$15 ea)	_____
#Chairs _____ (\$5/2)	_____
Business card ad (\$25)	_____
1/4 Page Ad (\$80)	_____
1/2 Page Ad (\$200)	_____
TOTAL DUE	_____

MINNESOTA • REVENUE

ST19

Operator Certificate of Compliance

Person selling at event: Complete this certificate and give it to the operator/organizer prior to the event. **Operator/organizer of event:** Keep this certificate for your records. **Do not send this form to the Department of Revenue. Return to The Times.**

Return Application and Payment to:

Thief River Falls Times

P.O. Box 100, 324 Main Ave. N.

Thief River Falls, MN 56701

or email: printshop@trftimes.com

Print or type

BUSINESS NAME selling or exhibiting at event (above)

Minnesota Tax ID number or Social Security #

Seller's complete address

City

State

Zip code

Phone

Email

Thief River Falls Times

Name of person or group organizing event

TRF Home, Sport & Family Show, PO Box 100, Thief River Falls, MN 56701

Name and location of event

April 5 & 6, 2025

Date(s) of event

Describe the type of merchandise you plan to sell. _____

Merchandise sold

Complete this section if you are **NOT** required to have a Minnesota tax ID number.

I am selling only nontaxable items.

I am not making any sales at the event.

I participate in a direct selling plan, selling for _____ (name of company), and the home office or top distributor has a Minnesota tax ID number and remits the state tax on my behalf.

This is a nonprofit organization that meets the exemption requirements described below:

_____ Candy sold for fundraising purposes by a nonprofit organization that provides educational and social activities for young people primarily aged 18 and under (MS 297A.70, subd. 13[a][4]).

_____ Youth or senior citizen group with fundraising receipts of \$10,000 or less per year (MS 297A.70, subd. 13[b][1]).

_____ A nonprofit organization that meets all the criteria set forth in MS297A.70, subd. 14.

I declare that the information on this certificate is true and correct to the best of my knowledge and belief and that I am authorized to sign this form. By signing this contract, we agree to all conditions of this contract as listed.

Sign here

Signature of seller

Print name here

Date

PENALTY – Operators who do not have Form ST19 or a similar written document from sellers can be fined a penalty of \$100 for each seller that is not in compliance for each day of the selling event.

This Form MUST be completed and returned with your payment.

Saturday and Sunday, April 5 & 6, 2025

RALPH ENGELSTAD & HUCK OLSON ARENAS



Hwy. 1 & 59 West (Third Street) and Brooks Avenue, Thief River Falls, MN

SHOW HOURS

Saturday: 9 A.M. to 5 P.M. • Sunday: 11 A.M. to 4 P.M.

Set-Up Time – Friday: 12 Noon to 7 P.M.

ABSOLUTELY NO TEAR-DOWN before 5 P.M. Sunday

Exhibitors tearing down early will be assessed a \$50 penalty.

The Overhead Door Will Not Be Opened Again Until 5 P.M. Sunday

1. **Set-up is from 12 Noon to 7 P.M. Friday.** Drive-in doors will be closed at **7 P.M. Friday Night** and will not be opened again until Sunday at 5 P.M. Vendors located on the north end of the main Ralph Engelstad floor should plan to be setup earlier in the day Friday before the booths on the south end to avoid congestion. Please make prior arrangements if you need a fork-lift with Builder's First Source at 218-681-4447. Buildings will be open for exhibitors at 8:00 A.M. Saturday and 10:30 A.M. Sunday mornings. **Please use West entrance of Ralph.**
2. All exhibitors must furnish their own extension cords. Tables and chairs are available for rent. Electricity and wireless internet will be provided at no charge (Use guest login - no password needed). Not all booths have electricity available. If you do not specify on your application that you need electricity you take the risk of not having electricity available at your booth. **Please let us know early if you have special electrical needs.**
3. Sound demonstrations will be allowed if not too loud.
4. All exhibitors are responsible for their own display materials and **WILL NOT** hold the Thief River Falls Times liable for loss or theft of their merchandise. Absolutely **NOTHING allowed to be stuck on the glass, floors or walls of the building.** **NO HELIUM BALLOONS** are allowed. **NO DUCT TAPE OR COMMAND STRIPS** allowed.
5. Building is secure on Friday and Saturday nights.
6. Gasoline engines **CANNOT** be started during the show for any purpose in the arena at any time. No gasoline or fuel can be used in the building. **NO FIRES OR FLAMES OF ANY KIND AT ANY TIME IN THE ARENA.** Please use an outside space if you have these needs. This includes candles and fireplace displays.
7. We reserve the **RIGHT TO BOOTH PLACEMENT**, We have final decision on all booth assignments so we can all have a successful show. **WE WILL NOT HOLD BOOTHS WITHOUT PAYMENT AND APPLICATION.**
8. Different businesses with different owners **CANNOT** share a booth(s) for cheaper prices.
9. **PAYMENT MUST ACCOMPANY APPLICATION.** If not, you take the risk of losing your booth.
10. If you want outside space, please make arrangements with us prior to the show.
11. **EXHIBITORS, PLEASE PARK AWAY FROM THE ARENA.** We need to keep the parking area open for your customers. The West Entrance will be open each day with a parking lot available.
12. Each booth measures 8' x 10'. Except for Booth numbers C1, C2, C17-C25, C40-C45 which measure 4' x 16'. Booths C7-C12, C30-C35, C51-C54, C69-C76, are approximately 6'x11' Wide. Booth sizes are approximate and may be adjusted marginally as needed. Larger spaces are available in the Huck Olson Arena.
13. **Exhibitor passes** – Each booth will be allotted **TWO** passes for the weekend. If you have more than two workers at your booth, please make arrangements to transfer your pass to your other workers. Passes and other show information will be in a packet at your booth during setup. Contact us if this is a problem.
14. Your children are welcome at the show but **MUST** be supervised at all times. **NO ANIMALS ALLOWED.**

In order for this application to be processed and confirmed, payment (by Cash, Check or Credit Card) and the Operator Certificate of Compliance (ST19) form **MUST** be completed. Confirmation letters will be sent out approx. one month prior to the show. Payment and completed contract is the only way to guarantee your booth.

Absolutely no refunds after March 1, 2025.

Any Questions or Comments May Be Addressed To:

Thief River Falls Times, P.O. Box 100, Thief River Falls, MN 56701-0100

Phone: (218) 681-4450 • Fax: (218) 681-4455 • e-mail: printshop@trftimes.com

Motel information available at www.visitrfrf.org

Follow us on Facebook for current info ~ www.facebook.com/TRFHomeShow



The Thief River Falls Times is pleased to present the 33rd annual Home, Sport and Family Show.

We are located in the Ralph Engelstad and Huck Olson Arenas.

Share in the excitement of our 33rd year!
Reserve your space NOW!

PO Box 100
Thief River Falls, MN 56701

