



Enclosed please find your official application to the 47th Annual MSRA Back to the 50's Swap Meet. Also included is the ST-19 Tax Form. Minnesota law requires that before an operator of an event such as a swap meet can rent space to a seller at the event, the operator must have either proof that the seller is registered to collect Minnesota sales tax, a written statement from the seller that no taxable items are being sold, or a written statement from the seller indicating that they qualify for the isolated and occasional sales exemption. **Each swap vendor is required to give the operator (MSRA), a completed Operator Certificate of Compliance, Form ST19, or other similar written statement for this purpose.** You can find the Selling Event Exhibitors and Operators rules on the Minnesota Revenue website at www.revenue.state.mn.us. Please make sure all forms are completely filled out and signed before sending in your application along with your payment in the amount of \$30.00 for each swap space requested. If any of the forms are missing or have incomplete information, your application will be returned to you, causing a delay in processing your application. If you are not required to complete the ST19 form, please include your written statement.

Upon processing your application, a confirmation letter will be sent to you. A map, directions and other related information will be included with your confirmation letter. Please bring this confirmation letter with you to the fairgrounds on June 21st. This will be **ALL** you need!! Gates will open at **5:00 AM** for **pre-registered vendors** (to ensure those who pre-paid have a swap spot/s) and **6:00 AM** for **non-pre-registered vendors**. Pre-registration deadline is **April 30, 2020**. After that date you will have to register at the fairgrounds which will cause a delay in placing you as we will need to pull you off to the side to process your paperwork, as well as a later entry time of 8:30 AM. The cash only cost per swap space will increase to \$60.00 on the day of the event. If you do not pre-register for the correct swap spaces needed, you will be assessed the \$60.00 fee for each additional space needed the day of the swap event.

Swap meet is held rain or shine.

Any questions, contact Mark Kraske, Swap Meet Coordinator at 507-226-7518.

We do not accept checks or credit/debit cards on the day of the event.

CASH ONLY \$60.00 to register a swap spot at the event.



MSRA's
47th Annual
ADVANCE REGISTRATION DEADLINE
ENTRY FORM MUST BE RECEIVED BY APRIL 30, 2020
Sunday, June 21, 2020
SWAP MEET
State Fairgrounds, St. Paul, MN

Top Things you need to know before the Swap Meet:

1. The deadline to return forms this year has moved up to April 30th, 2020!
2. Although we are personally pet friendly, the fairgrounds is not pet friendly. Please leave your furry friends at home.
3. Your Swap registration fee guarantees entrance to the event for 2 and kids 15 and under are free. If you come with additional people, admission is \$12 (cash only) for those above age 15.
4. ST-19's (on the back of the pre-registration form) **MUST** be completed in totality. This is not a MSRA rule, but a State of Minnesota rule. We are fined heavily if these forms are not in order and have to turn them in to the State after the event. We'd like to avoid increasing your swap fees next year, so please make sure to fill out the **YELLOW** highlighted sections only. We will return forms if they are not completed in full. We will not send a confirmation letter without a completed ST-19.
5. There are no provisions for unhooking tow vehicles. Spaces purchased must include the length of the tow vehicle. If you are over 20'ft long you need a 2nd space. If you are over 40'ft long you need a 3rd space. This means if you want to have a trailer that you register for the correct amount of swap spots. We do verify length at the event, and if you need additional space, you will be charged the same day fee of \$60 per extra space, cash only.

Top Things you need to know at the Swap Meet:

1. We try our best to get you to swap out of the right or left side depending on space.
2. Should you need to purchase additional spaces or register at the event, the price is \$60. This fee has remained the same for the last three years.
3. Please have your confirmation letter (assuming you pre-registered) on your dashboard for the swap volunteers.
4. If you sell something at the event and collect payment, please make sure you deliver that item to the customer! Last year we had a swapper collect payment and leave without delivering the product. In an extreme emergency, you may leave paid for product with the Swap tent volunteers for your customer.
5. For Pre-Registered swappers, we will start having you set up at 5am. Non-Registered will not have access until after 6am.

We appreciate your participation in this event! We wish you Swap-Success!