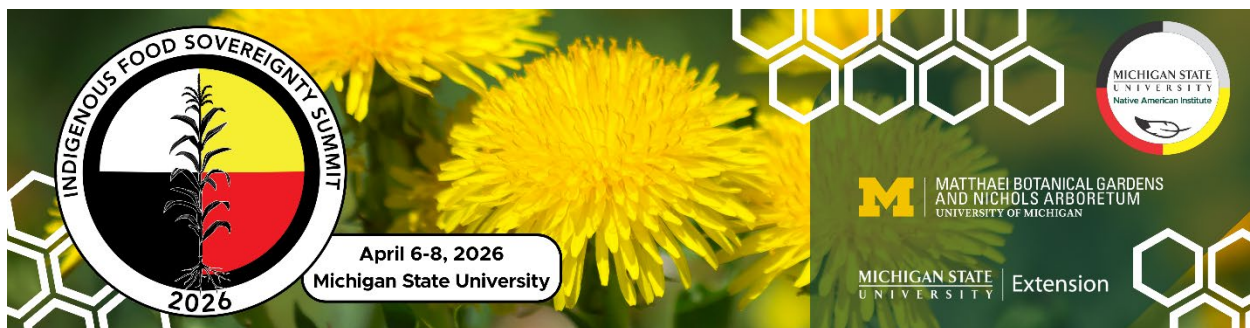




Vendor Fact Sheet

Vendors agree to review and understand the information in this vendor fact sheet.

Event Details

There are 48 vendor booths available. Booths will include 1 6-foot table and 2 chairs with black table covering. Only 4 attendees are permitted per table. Booth locations will be random and given on a first-come-first-serve basis. You will receive your booth assignment by email before the event as well as during vendor check-in at Kellogg hotel and Conference Center. Set up, tear down, parking, and lodging accommodation details will be provided upon approval of your vendor application.

The deadline for vendor applications is February 1st, 2026. Vendor application notifications will be provided by February 16th. Vendor fees will only be collected after vendors are notified of their application acceptance. Payment arrangements for approved vendors must be made by March 1st. No refunds will be provided after this date for cancellations.

Questions regarding the vendor application or conference details can be sent to ANR Event Services at events@anr.msu.edu. Please visit the [conference website](#) for the most up-to-date conference information.

Vendor Application Agreements

- Booths do not include electricity. Electricity needs must be indicated and paid for in registration.
- Booths have access to basic, public Wi-Fi only. Additional Wi-Fi needs and the responsibility of individual vendors. Public Wi-Fi may not be dependable nor the most secure for point of sale needs due to high usage.
- Booths are designed for one organization only and may not be shared. Only 4 attendees are permitted per table.

- The \$100 vendor fee includes access to the vendor trade show. Electricity and conference meals are not included. Additional fees apply for electricity and conference meals, and meal ticket requests will not be accommodated onsite.
- Vendors must comply with all regulations applicable to their products and services.
- Vendors must obtain all necessary licenses, permits and credentials required by federal, state, local or tribal law.

Licensing Requirements

A copy of your current license must be provided to the planning committee by the event. Licenses will need to be current for the event dates (April 6-8, 2026). All MDARD licenses expire annually at the end of April. License upload is requested in the online vendor application. If your uploaded license expires before the event, updated licenses will be requested by email. If you are unable to upload a copy of your license, you may email it to ANR Event Services at events@anr.msu.edu.

Food Vendors

- A food license granted by a food inspector is required for processing your product. You certify that you have the appropriate licensing when applying to be a vendor.
- Your product must be properly labeled and ready for sale. Follow Michigan Department of Agriculture and Rural Development labeling guide: https://www.michigan.gov/-/media/Project/Websites/mdard/documents/food-dairy/food_labeling_guide.pdf?rev=ee48bfdc742745bb90efc590450f32c0
- If you are a Cottage Food Law Processor, label your products according to cottage food law requirements. Examples can be found at <https://www.michigan.gov/mdard/food-dairy/michigan-cottage-foods-information#Labeling>

Food Vendor Application Agreements

- Only pre-packaged and ready-for-sale food items are permitted. Food and beverages may not be prepared onsite.
- Pre-packaged food must be made in advance, packaged as ready to sell and labeled appropriately.
- Food samples are not allowed.
- Vendors are responsible for any refrigeration or iced required for their products.
- The event is alcohol-free. Alcohol vendors are not permitted.

Arts and Craftwork Vendors

Arts and craftwork vendors must comply with the Indian Arts and Crafts Act of 1990. All items must be produced by tribal members or certified Indian artisans. The Act prohibits misrepresentation in marketing Indian arts and crafts products.

Indian Arts and Crafts Act of 1990 (P.L. 101-644)

The Indian Arts and Crafts Act of 1990 (P.L. 101-644) is a truth-in-advertising law that prohibits misrepresentation in marketing of Indian arts and crafts products within the United States. It is illegal to offer or display for sale, or sell any art or craft product in a manner that falsely suggests it is Indian produced, an Indian product, or the product of a particular Indian or Indian Tribe or Indian arts and crafts organization, resident within the United States. For a first time violation of the Act, an individual can face civil or criminal penalties up to a \$250,000 fine or a 5-year prison term, or both. If a business violates the Act, it can face civil penalties or can be prosecuted and fined up to \$1,000,000.

Under the Act, an Indian is defined as a member of any federally or State recognized Indian Tribe, or an individual certified as an Indian artisan by an Indian Tribe.

The law covers all Indian and Indian-style traditional and contemporary arts and crafts produced after 1935. The Act broadly applies to the marketing of arts and crafts by any person in the United States. Some traditional items frequently copied by non-Indians include Indian-style jewelry, pottery, baskets, carved stone fetishes, woven rugs, kachina dolls, and clothing.

All products must be marketed truthfully regarding the Indian heritage and tribal affiliation of the producers, so as not to mislead the consumer. It is illegal to market an art or craft item using the name of a tribe if a member, or certified Indian artisan, of the tribe did not actually create the art or craft item.

For example, products sold using a sign claiming “Indian Jewelry” would be violation of the Indian Arts and Crafts Act if the jewelry was produced by someone other than a member, or certified Indian artisan, of an Indian tribe. Products advertised as “Hopi Jewelry” would be in violation of Act if they were produced by someone who is not a member, or certified Indian artisan, of the Hopi tribe. If you purchase an art or craft product represented to you as Indian-made, and you learn that it is not, first contact the dealer to request a refund. If the dealer does not respond to your request, you can also contact your local Better Business Bureau, Chamber of Commerce, and the local District Attorney’s office, as you

would with any consumer fraud complaint. Second, contact the Indian Arts and Crafts Board with your written complaint regarding violations of the Act.

Before buying Indian arts or crafts at powwows, annual fairs, juried competitions, and other events, check the event requirements on the authenticity of products being offered for sale. Many events list the requirements in newspaper advertisements, promotional flyers, and printed programs. If the event organizers make no statements on compliance with the Act or on the authenticity of Indian arts and crafts offered by participating vendors, you should obtain written certification from the individual vendors that their Indian arts or craftwork were produced by tribal members or by certified Indian artisans.

Resources and References

Please send all vendor and event questions to ANR Event Services at events@anr.msu.edu. Visit the [conference website](#) for the most up-to-date conference information.