



Discover Staples
Railroad Days 2025

Planning has begun for Railroad Days 2025, and the tentative lineup of events is proving to be the best yet! We look forward to your participation in making this long-standing Staples tradition a success.

Please fill out and return the attached form to Discover Staples

General Service, Organization, and Merchandise Sales

Set-up time: Saturday, August 16, 2025 8:00 am – 9:30 am

Event Hours: Saturday, August 16, 2025 10:00 am – 4:00 pm

Non-Food Vendor Space: 12' x 12'

Food Vendor Space 12' x 18' (larger spaces available – please email or call for details)

Railroad Days is held in downtown Staples. This event draws over 5,000 attendees from neighboring towns and the greater region. Item sales and selection should reflect a large variety of attendees from infants to senior citizens. Our goal is to offer a unique variety of items that will keep visitors engaged during the event.

SET UP TIMES Vendor registration/set-up is on Saturday, August 16, 2025 8:00 am – 9:30 am. We will have specific times for each vendor to set-up their booth within this timeframe as we get closer to the event. These times must be strictly adhered to in order to get all vendors set in the space available.

POWER/WATER No power or water will be supplied or available this year. Please plan accordingly. If you desire to run off a generator, generators must be quiet as to not disturb the ambiance of the festival or your neighboring booths.

SET UP REQUIREMENTS Vendors must operate within space purchased, including prep, storage, supplies, awnings, and signage. You are expected to be set up and ready to sell ½ hr before opening and have all vehicles and storage items out of the area.

VENDOR HOURS Vendors agree to register and set-up during assigned times on Saturday and have booth completely set-up by 9:30am. Vendors must understand that early closing or tear-down is not permitted. This event is held rain or shine, please plan accordingly.

In the spirit of family fun, all items must be appropriate to the family atmosphere of the event. If any item is found to be inappropriate it will be removed.



Railroad Days 2025

Application for Consideration

Completed forms can be mailed to Discover Staples – PO Box 1, Staples, MN 56479. Hard copies can be picked up in person if you desire, please call 218-895-1300 or email staplesrailroaddays@gmail.com to arrange for a committee member to pick up your completed form.

Please don't hesitate to contact us with any questions!

CONTACT INFORMATION:

Company Name

Contact Person's Name

Company Email Address

Contact Phone Number

Mailing Address

City/State/Zip

OPPORTUNITIES:

_____ \$75 Food Vendor

_____ \$50 Non-Food Vendor

Once we receive your completed form, the committee will meet to approve vendors based on space and items being sold. A committee member will contact you by **May 1st** to discuss approval and payment, logistics, and spacing.

TELL US ABOUT WHAT YOU SELL (the more detail the better) if you have pictures of your setup, please include those with your application:

Authorized Signature