

# HANDMADE VENDOR APPLICATION 2017 BAYFIELD APPLE FESTIVAL

OCT. 6-8, 2017 • BAYFIELD, WI • BAYFIELD.ORG  
FRIDAY, SATURDAY & SUNDAY • 10AM TO 5PM

## HANDMADE (ART, CRAFT & SMALL BATCH) ITEMS ONLY

NAME: \_\_\_\_\_

BUSINESS NAME: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

PHONE: (\_\_\_\_) \_\_\_\_\_

EMAIL: \_\_\_\_\_

WEBSITE: \_\_\_\_\_

TWITTER: @ \_\_\_\_\_ INSTAGRAM: @ \_\_\_\_\_

I, the undersigned, accept the rules, requirements and procedures outlined above and understand that failure to follow these regulations may result in expulsion from this year's festival. I agree to release and hold harmless the Bayfield Chamber & Visitor Bureau, board of directors, volunteers and representatives from any liability for damage, theft, or loss.

VENDOR SIGNATURE: \_\_\_\_\_

### WISCONSIN SELLER'S PERMIT REQUIRED:

WI PERMIT # \_\_\_\_\_

I HAVE APPLIED FOR PERMIT BUT HAVE NOT RECEIVED MY NUMBER

### CHECK THE CATEGORIES FOR JURYING:

Include a set of 4 photographs and jury fee for each category checked.  
(3 photos of product/s, 1 photo of booth)

PLEASE CHECK IF IMAGES WILL BE SENT VIA EMAIL (KELLEY@BAYFIELD.ORG)

- |  |   |   |
|--|---|---|
| <input type="checkbox"/> DRAWING/PASTELS | <input type="checkbox"/> PRINTMAKING          | <input type="checkbox"/> MIXED MEDIA                        |
| <input type="checkbox"/> PAINTING        | <input type="checkbox"/> PHOTOGRAPHY          | <input type="checkbox"/> CERAMICS                           |
| <input type="checkbox"/> JEWELRY         | <input type="checkbox"/> GLASS                | <input type="checkbox"/> CLOTHING/FASHION                   |
| <input type="checkbox"/> WOOD            | <input type="checkbox"/> SCULPTURE            | <input type="checkbox"/> TEXTILES/LEATHER<br>(NON-WEARABLE) |
| <input type="checkbox"/> PACKAGED FOOD   | <input type="checkbox"/> SOAPS/OILS/COSMETICS |   |

### JURY FEE:

\$20 JURY FEE (x # of categories): \$ \_\_\_\_\_

THE JURY FEE MUST BE PAID SEPARATELY, CHECK ONLY PLEASE

### PREFERRED PLACEMENT:

- I'M RETURNING AND WOULD LIKE THE SAME SPOT AS LAST YEAR
- PREFER A BOOTH ON S. SECOND ST. (DEDICATED HANDMADE AREA)
- PREFER A BOOTH ON EITHER MANYPENNY AVE. OR BROAD ST.

### BOOTH FEES:

- I'D LIKE A SINGLE BOOTH (10' X 10') • \$295
- I'D LIKE A DOUBLE BOOTH (10' X 20') • \$590
- I'D LIKE A CORNER SPACE IF POSSIBLE • \$50  
(This fee must be included if you are requesting a corner space you had last year)

BOOTH FEE TOTAL: \$ \_\_\_\_\_

- CREDIT CARD (\$5 service fee will apply):
  - VISA
  - MASTERCARD
- CHECK (PAYABLE TO THE BAYFIELD CHAMBER. JURY FEE MUST BE ON A SEPARATE CHECK.)

CARD NUMBER: \_\_\_\_\_

SECURITY CODE: \_\_\_\_\_ EXP:(m/y) \_\_\_\_\_ / \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

..... Detach and mail with payment to: .....  
BAYFIELD CHAMBER & VISITOR BUREAU • PO BOX 138 • BAYFIELD, WI 54814

### 2017 APPLE FESTIVAL DEADLINES

Application deadline: JUNE 1 FOR PREFERRED PLACEMENT  
APPLICATIONS ACCEPTED UNTIL FULL

Notification of acceptance begins: JUNE 5

Cancellation (full refund): JUNE 15

Cancellation (50% refund): AUGUST 15

### ENTRY PROCEDURE

- Applicants are requested to submit four photos by email or mail for jurying each category checked on the application. Please include three photos of the product/s to be sold and one photo of the booth/display. **No photocopies.**
- Applicants will be juried on three criteria: impact, creativity and marketability.
- Post-dated checks will not be accepted.
- Submit two checks: one for your jury fee and one for your space fee. The jury fee will be cashed immediately; your space fee will be cashed once you have been juried and accepted into the festival.

### FEES

- Jury fee: \$20 (non-refundable)
- Fee for 10' x 10' booth space: \$295
- Fee for 10' x 20' booth space: \$590
- Corner booth reservation: \$50 (optional)

### HANDMADE VENDOR REQUIREMENTS

- Products that are mass produced, commercial or imported are not considered to be **HANDMADE** and should not use this application. Please use the **RETAIL VENDOR APPLICATION**.
- Food items *must* be pre-packaged and produced in small batches to fall under the **HANDMADE** category. For ready-to-eat items, please use the **FOOD & BEVERAGE VENDOR APPLICATION**. For large batch products or products sold in retail locations, please use the **RETAIL VENDOR APPLICATION**.
- Vendor must be 18 years or older.
- All work must be original and created by the vendor making the application.
- Vendor must be present Friday, Saturday & Sunday. Any vendor who vacates their booth space before the end of the festival will not be invited to return.
- No sales representatives are allowed.
- Booth space may be shared only if work presented is fully collaborative.
- Two vendors creating two different types of work or product cannot share a booth.

### CANCELLATIONS

If an applicant cancels their application prior to June 15, a full refund of space fees will be honored. For cancellations made after June 15 and prior to Aug. 15, half of the booth fee will be refunded. After Aug. 15, refunds will not be issued.

(CONTINUED)



BAYFIELD  
and the apostle islands

**OFFICE USE**

DATE RECEIVED: \_\_\_\_\_

NAME ON CHECKS:

\_\_\_\_\_

JURY CHECK #: \_\_\_\_\_

BOOTH FEE CHECK #: \_\_\_\_\_

# OF PHOTOS SCANNED: \_\_\_\_\_

RECEIVED BY: \_\_\_\_\_

.....  
*(FROM PREVIOUS PAGE)*

**SPACE REQUESTS**

- Returning vendors may request their last year’s space and will be assigned a space as close to their previous space as possible (include \$50 if corner.) APPLY BY JUNE 1 FOR PREFERRED PLACEMENT
- Vendors will be assigned spaces based on type of product sold and space availability.
- The responsibility of fitting into the space assigned is that of the vendor.
- Electrical outlets are not provided for any booths.
- All spaces are equal in the number of crowds that they attract, whether located on S. 2nd St., Broad St. or Manypenny Ave.

**VENDOR RESPONSIBILITIES**

- Vendors must provide their own display materials and make accommodations in case of inclement weather.
- Displays must be set up by 10AM on Friday. Drop off and set up may take place between 6PM and 9PM on Thursday or early Friday morning.
- Cars are not allowed on festival grounds between 9 AM and 5 PM on Friday, Saturday or Sunday.
- All vendors are responsible for packing materials and boxes brought into the festival grounds. These items may be deposited in the dumpsters located on S. Third St. (between Manypenny Ave. and Wilson Ave.) or must be taken away by the vendor. Trash may not be left at the curbside for festival workers.

*(VENDOR RESPONSIBILITIES, CONTINUED)*

- All vendors are required to have or to have applied for a **Wisconsin Seller’s Permit** in order to participate. You can obtain one by contacting the WI Dept. of Revenue at (608) 266-2776 or email Department of Revenue Temporary Event Specialist Cheryl Purath at: [cheryl.purath@revenue.wi.gov](mailto:cheryl.purath@revenue.wi.gov).

*If you have applied and not received a permit, note that on your application.*

- **Anyone selling prepackaged food must be registered or licensed through WI Department of Agriculture, Trade and Consumer Protection. For permit information, contact:**

Wisconsin Department of Agriculture,  
Trade and Consumer Protection  
2811 Agriculture Drive, P.O. Box 8911  
Madison, Wisconsin 53708-8911, (608) 224-5012

**LODGING**

Upon acceptance, you will need to reserve lodging as soon as possible. Lodging availability can be found on our website at [BAYFIELD.ORG](http://BAYFIELD.ORG)

Camping for vendors will be available at Mt. Ashwabay Ski & Recreation Area, three miles south of Bayfield. There will be a nightly fee, please contact them for details: [www.mtashwabay.org](http://www.mtashwabay.org) or (715) 779-3227.

FOR MORE INFORMATION, CONTACT KELLEY LINEHAN:  
[KELLEY@BAYFIELD.ORG](mailto:KELLEY@BAYFIELD.ORG) • (715) 779-3335