

RETAIL VENDOR APPLICATION 2018 BAYFIELD APPLE FESTIVAL

OCT. 5-7, 2018 • BAYFIELD, WI • BAYFIELD.ORG
FRIDAY, SATURDAY & SUNDAY • 10AM TO 5PM

MASS-PRODUCED, IMPORTED & RETAIL ITEMS

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 A PERMIT BUT HAVE NOT RECEIVED MY NUMBER

VISUAL REQUIREMENT:

Include a set of 4 photographs (3 photos of products, 1 photo of booth)

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

DESCRIPTION OF ITEMS TO BE SOLD:

if more space is needed, continue on reverse

JURY FEE:

\$20 JURY FEE

THE JURY FEE MUST BE PAID SEPARATELY, CHECK ONLY PLEASE

PREFERRED PLACEMENT:

I'M RETURNING AND WOULD LIKE THE SAME SPOT AS LAST YEAR

BOOTH FEES:

I'D LIKE A SINGLE BOOTH (10' X 10') • \$600 BY JUNE 1; \$650 AFTER JUNE 1

I'D LIKE A DOUBLE BOOTH (10' X 20') • \$1200 BY JUNE 1; \$1300 AFTER JUNE 1

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/S 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

2018 APPLE FESTIVAL DEADLINES

Application deadline: JUNE 1 FOR EARLY BIRD PRICING
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. 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: \$600 by June 1; \$650 after June 1
- Fee for 10' X 20' booth space: \$1200 by June 1; \$1300 after June 1
- Corner booth reservation: \$50 (optional)

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.

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.) We encourage you to apply as soon as possible if you have a space request.
- 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. Second St., Broad St. or Manypenny Ave.

(CONTINUED)

2018 • BAYFIELD APPLE FESTIVAL • RETAIL VENDOR APPLICATION



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)

VENDOR RESPONSIBILITIES

- Vendors must provide their own display materials and make accommodations in case of inclement weather.
- Displays must be set up by 10 AM 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 9AM and 5PM 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.
- 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.

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

RETAIL VENDOR REQUIREMENTS

- Vendors must be 18 years or older.
- Vendors 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.
- **This (RETAIL VENDOR) application is to be used by all vendors who sell mass produced, commercial or imported products.**

LODGING

Upon acceptance, you will need to reserve lodging as soon as possible. Lodging availability can be found on our website at 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 or (715) 779-3227.

FOR MORE INFORMATION,
CONTACT JEREMY OSWALD: JEREMY@BAYFIELD.ORG
OR (715) 779-3335