

69th Annual Musky Festival Hayward Wisconsin

June 22nd-23rd, 2018 Non-Profit Vendor Application

Please submit ALL of the following by June 1, 2018. Failure to provide required materials will delay approval of application

- **Self-addressed stamped envelope with sufficient postage for receipt of confirmation**
Confirmation will be delayed without addressed envelope and postage
- Completed Musky Festival application (* Including page two/reversed side of this form)
- Check or Money Order for all applicable fees. Please make payable to HACC.
- Photos of all categories of work to be displayed or sold from the vendor booth
- Photo copy of applicant's Wisconsin Department of Revenue Seller Permit
 - All exhibitors 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 (920) 832-2910 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.

Business Name _____

Applicant Name _____

Address _____

City, State, Zip _____

Mobile/Telephone _____

Email Address _____

Vehicle Make _____

Vehicle License Plate # _____

Wisconsin Seller Permit Number (**REQUIRED**) _____

I require ____ 10' x 20' space(s) at the non-profit booth price of \$90.00 each

____ If accepted, this will be the first Musky Festival I have attended as a Vendor

Where did you hear about our show? _____

WAIVER: I agree to indemnify, defend, waive, release and hold the Musky Festival, Hayward Area Chamber of Commerce and the City of Hayward harmless from any and all liability, claims and causes of action for injuries to person or property arising out of or related to this Festival, specifically including, without limitation, injury or damage to booth and contents, merchandise, employees, contractors, guests, customers, invitees and all other third parties.

APPLICANT'S SIGNATURE

**Sales Tax in
Sawyer County Wisconsin is
5.5%**

**Please return application materials
& payment to :**

HAYWARD AREA CHAMBER OF COMMERCE
ATTN: MUSKY FESTIVAL VENDOR REVIEW
P O BOX 726
HAYWARD, WI 54843

715-634-8662
lynell@haywardareachamber.com

PARTICIPATION IN PREVIOUS EVENTS DOES NOT
RESERVE YOUR SPACE FOR THIS YEAR'S EVENT.

FOR OFFICE USE ONLY

RECEIVED: _____

CHECK #: _____

AMOUNT PAID: \$ _____

REVIEW DATE: _____

REVIEW DETERMINATION: _____

RESPONSE DATE: _____

NOTES: _____

PLEASE CHECK ALL CATEGORIES THAT YOU WILL BE SELLING

The information requested is necessary for event planning purposes and your application will be considered incomplete without it. Only items accepted by the Review Committee may be sold at Musky Festival. Items not handmade may not be sold and must be removed from your booth.

Your cooperation helps to ensure the success of this event. We appreciate it!

- Angel Craft
- Antler Craft
- Apparel and/or Accessories
- Applique
- Baskets
- Beadwork
- Bird Houses
- Books
- Candles
- Carvings/Sculpture
- Ceramics
- Chainsaw Carvings
- Children's Crafts
- Crocheting
- Cross Stitch
- Dolls & Accessories
- Embroidery
- Floral Crafts
- Framed/Unframed Original Prints
- Frames
- Furniture
- Glassware
- Gourd Art
- Jewelry
- Knitting
- Lamps &/or Shades
- Leather Crafts

- Metal Work
- Needlepoint
- Ornaments
- Painting—*Specify type (Landscape, portrait)*
Type _____
Medium _____
- Paper Crafts
- Photography
- Potpourri
- Pottery
- Quilting
- Stenciling
- Rugs
- Sewing
- Soaps
- Stained glass
- Taxidermy
- Wind Chimes
- Yard/Garden
- Other—*Please Specify*

The Hayward Area Chamber of Commerce invites all vendors to donate a piece of their product that we will then use at one of our future events. Please include your business card or your information along with the item. Items to be delivered at the festival to the Event Coordinator.

69th Annual Musky Festival

Vendor Terms & Conditions

Please read and keep for your reference

Festival Dates June 22-23, 2018

Upon finalized event approval from the City of Hayward and the acceptance of your application by the Vendor Review Committee, you will be notified and provided with your space assignment. Payment will be returned to you if you are not accepted for participation.

- Submission deadline for payment and all application materials is June 1, 2018.
- Show hours are; Friday 10 AM—6 PM, Saturday 9 AM—6 PM.
- You will be charged a \$25.00 fee for all returned checks.
- Acceptance for this year's show does not guarantee acceptance for future shows.
- There are no guarantees/reservations for booth location. To create the most effective event layout, vendor booth assignments will be made at the discretion of the show coordinators.
- This is an outdoor show; be prepared for rain.
- Booth shelters, tents and tables are to be supplied by the vendor.
- Event coordinators will be on site Friday morning at 6:00 am for event setup. **NO vendor setup prior to 6:00 am** or you will be required to vacate the street at the request of the City of Hayward Police Department.
- No motor homes, campers, overnight sleeping or generators are allowed on city streets in the vicinity of the event.
- Vendor parking is limited to those areas specified by event coordinators.**
- Vendors are responsible for maintaining a clean booth space.**
- No commercial or buy/sell items allowed to be sold at this event.** All items must be hand-produced domestically, either individually or by a non-assembly line process.
- All designs must be of an original concept belonging to the artist/craft person selling the product.**
- Items sold must incorporate original work on at least half of the size of the item for sale.**
- You will be required to remove any items in your booth that were not submitted to and approved by the Vendor Review Committee.**
- Vendors are not to display or sell products that are the same as or similar to products he or she is selling to any local business without the written consent of that business.
- There are no refunds for cancellations after 5 pm on June 1, 2018.**
- Vendors who are “no shows” to the event will not be accepted into future shows.

All applicants are subject to final approval of the Hayward Area Chamber of Commerce Vendor Review Committee. **The Committee, in the sole and absolute exercise of its discretion, reserves the right to determine all applicants' suitability for the makeup of the event as a whole and may not accept any applicant on grounds without explanation to the applicant.**

Your signature on the accompanying application indicates your awareness of, and agreement to, all of the above terms and conditions. The Hayward Area Chamber of Commerce and the Vendor Review Committee reserves the right to deny event participation to any vendor not complying with these terms and conditions.

Sincerely,

Hayward Area Chamber of Commerce/Event Coordinator &
Vendor Review Committee