



**CHILTON CHAMBER OF COMMERCE
21st ANNUAL CRAFTY APPLE FEST
VENDOR AGREEMENT
SATURDAY, SEPTEMBER 9, 2023**

1. All booths must be operated in accordance with the laws of the State of Wisconsin and applicable country and municipal regulations. Booth operators are responsible for meeting sales tax codes, health and fire codes, etc.
2. Set up time begins at 6:30 AM, all booths must be set up by 8:45 AM on event day and remain open until 4:00 PM. Due to crowd safety, vehicles, bicycles, scooters, and motorized vehicles are not permitted on the grounds from 8:30 AM-4:30 PM. The Chilton Chamber of Commerce and /or the City of Chilton will not provide additional security personnel prior to the festival. The Chilton Chamber of Commerce and/or the City of Chilton will assume no responsibility for any loss, theft, damage, or injury you may suffer while at Crafty Apple Fest. Please make appropriate arrangements to safeguard your booth, furnishings, and stock. Please report any losses to the Chilton Police Department immediately.
3. Dogs, cats, and other animals are not permitted at Crafty Apple Fest unless they are part of a show or stage act or guide dogs. They will be removed at the committee’s discretion. Knives, weapons, or firearms are not permitted on the Crafty Apple Fest grounds. *No exceptions will be given.*
4. All applications will be juried. Please send photos. Items should be homemade/craft sale merchandise. We do not allow resale items, rummage/flee market items, smoking materials or apparatuses, drug paraphernalia, political campaigns, political party, membership drives, etc. Direct sale booths will be limited. The committee reserves the right to deny any application.
5. Booths must be entirely self-contained. The Chilton Chamber of Commerce does not provide any equipment for set-up or furniture for booths. You should reserve equipment you need in advance with private vendors. A 12x15 space will be provided.
6. Vehicles **MAY NOT** be driven on any grass, only on road and sidewalks. All vehicles must be off the grounds during the event from 8:30 AM-4:30 PM or we reserve the right to tow the vehicle at owner’s expense. To free the grounds more quickly, festival workers will be on hand to help you unload your merchandise, so you can park your vehicle and then set-up.
7. All vendors must clean up their booth area and put trash in acceptable bins. If you do not clean up your area, you may forfeit your opportunity to participate in future events held in Chilton.
8. Operators of potentially hazardous equipment or attractions must provide proof of insurance and must name the Chilton Chamber of Commerce and the City of Chilton as named insured. Examples of such items include climbing equipment, live animal rides or attractions, children’s rides, etc. Please contact the festival planners if you are concerned that this might apply to you at 920/418-1650, 8:00 AM-5:00 PM M-F, or e-mail to info@chiltonchamber.com.

I understand the policies and expectations of Chilton’s Crafty Apple Fest and agree to support them on behalf of my organization.

Please sign below and fill out the applicant agreement on the reverse side and return all forms and fee to address on reverse side.

Exhibit Title (How you want your booth listed) _____

Signature of contact person _____ Date applying _____

If you would like to receive future applications and correspondence via e-mail, please provide your e-mail address. *Your email and other addresses will not be shared or sold.* _____

Confirmation, maps, and parking passes will be sent to you prior to the event date via US Mail.

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Wisconsin Law (sec 73.03 (38), WI Stats) Requires that each operator of a swap meet, flea market, craft fair, or similar event must report to the Wisconsin Department of Revenue the name, address, social security number and the Wisconsin seller's permit number (if available) of each vendor selling merchandise at the event.

Your Name _____

Address _____

City, State, Zip _____

Phone number _____ Fax number _____ E-mail address _____

Wisconsin Seller's Permit Number _____ or Social Security Number _____

Exhibit Title (same as reverse side) _____

What are you selling? (Please be specific, submit photos if new to our show or changes from previous year) See front for those items not allowed.

Crafty Apple Fest is an outdoor event and will take place rain or shine. No monies will be refunded for no-show vendors.

Booths are assigned on a first come basis and at the committee's discretion.

You are responsible for your own tables, chairs, booth furnishings, and change. There are local banks open until noon in the area, but the Crafty Apple Fest committee will not provide change for vendors. An ATM may be onsite.

Craft Apple Fest begins at 9:00 AM. You may begin set up after 6:30 AM, with all vehicles removed by 8:30 AM. You may NOT set up before the event day.

Please return this form, the festival agreement form, and your appropriate fee.

FEE CALCULATIONS

_____ Booth Space At \$75.00 For 12 X 15 Area (No Electricity)	\$ _____
_____ Booth Space At \$90.00 For 12 X 15 Area (With Electricity)	\$ _____
_____ Extra electrical plug-ins (limited availability) \$25.00/plug	\$ _____
<i>If applying after August 10th, please add an additional \$25.00 Fee</i>	

Please list what you will be plugging in: _____

Do you need handicap parking? _____ (Must have a handicap permit)

Total Fee Enclosed: \$ _____

MAKE CHECKS PAYABLE TO: CHILTON CHAMBER OF COMMERCE

Please return to: Chilton Chamber of Commerce
Crafty Apple Fest
PO Box 122
Chilton, WI 53014

If you have any questions, please contact Tammy Pethan at 920/418-1650, 8:00 AM – 5:00 PM, M-F or email to info@chiltonchamber.com. Confirmation and directions will be mailed mid-August.