



**CHILTON CHAMBER OF COMMERCE  
22nd ANNUAL CRAFTY APPLE FEST  
VENDOR AGREEMENT  
SATURDAY, SEPTEMBER 7, 2024**

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 8:30 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 and/or the Calumet County Fair Association will not provide additional security personnel prior to the festival. The Chilton Chamber of Commerce and/or the City of Chilton and/or the Calumet County Fair Association 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 service animal. All service animals must be appropriately marked. 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.* This is a city park and private property.
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. You must stay in your assigned booth area and not walk the grounds handing out items/flyers, etc. The Chilton Chamber of Commerce does not provide any equipment for set-up or furniture for booths. You should reserve the equipment you need in advance with private vendors. A 15' wide x 12' deep space will be provided.
6. Vehicles MAY be driven in designated areas only. All vehicles must be off the road during the event from 8:30 AM-4:30 PM or we reserve the right to tow the vehicle at the 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, the City of Chilton, and the Calumet County Fair Association as named insureds. 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](mailto: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.

If your check is cashed, consider yourself approved for the event.

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

Legal Business Name \_\_\_\_\_

Signature of contact person \_\_\_\_\_ Date applying \_\_\_\_\_

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

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22<sup>nd</sup> ANNUAL CRAFTY APPLE FEST  
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**Please print and fill out this form in its entirety in ink.** Applicable Laws and Rules: *This document provides statements or interpretations of the following laws and regulations in effect as of June 1, 2022: sec. 77.52(19) and 73.03(38), Wis. Stats., and sec. Tax 11.53 and 11.535, Wis. Adm. Code.*

**MUST HAVE AT LEAST ONE FILLED IN FOR APPLICATION TO BE VALID**

Wisconsin Seller's Permit Number 456-\_\_\_\_\_ or SSN (last 4) \_\_\_\_\_  
or FEIN (last 4) \_\_\_\_\_ or Tax Exempt # 008-\_\_\_\_\_

Legal Business name (same as reverse side) \_\_\_\_\_

Your Name \_\_\_\_\_

Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Phone number \_\_\_\_\_ E-mail address \_\_\_\_\_

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, the Crafty Apple Fest committee will not provide change for vendors. An ATM will be onsite.

Craft Apple Fest begins at 9:00 AM. You may begin to set up at 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 15 X 12 Area (No Electricity)	\$ _____
_____ Booth Space At \$100.00 For 15 X 12 Area (With Electricity)	\$ _____
_____ Extra electrical plug-ins (limited availability) \$25.00/plug	\$ _____

*If applying after August 10<sup>th</sup>, please add an additional \$25.00 Fee*

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](mailto:info@chiltonchamber.com). Confirmation and directions will be mailed mid-August.