



25th Annual Fall Festival

September 26, 2009
Hayward, Wisconsin

Art/Craft Vendor Application

Please submit ALL of following by September 1st, 2009. 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 & postage.
- Completed 2009 Fall Festival application.** (*Including the reverse side of this form)
- Check or money order for all applicable fees. Please make payable to HACC.**
- Photos or slides of all categories of work to be displayed or sold from the vendor booth.**
Photos or slides may be returned at Festival upon request.
- Photo copy of applicant's Wisconsin Department of Revenue Seller Permit**
Wisconsin law (sec. 43.03(38), Wis. Stats.) requires that each operator of a swap meet, flea market, craft fair, or similar show must report to the Wisconsin Department of Revenue the name, address, social security number, and the Wisconsin Seller permit number of each vendor selling merchandise at the event. *A Seller who has questions regarding the requirement to hold a Wisconsin Seller's Permit should contact the Wisconsin Department of Revenue at (608) 266-2776.*

BUSINESS NAME

APPLICANT NAME

ADDRESS

CITY, STATE, ZIP

() _____

TELEPHONE

EMAIL ADDRESS

VEHICLE MAKE

VEHICLE LICENSE PLATE #

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

**HAYWARD AREA CHAMBER OF COMMERCE
ATTN. FALL FESTIVAL VENDOR REVIEW
P O Box 726
HAYWARD WI 54843**

715-634-8662

leslie@haywardareachamber.com

**PARTICIPATION IN PREVIOUS EVENTS DOES NOT
RESERVE YOUR SPACE FOR THIS YEAR'S FESTIVAL**

- _____ 10'x 20' space(s) at the business price of \$90.00 each.
- _____ 10'x 20' space(s) at the non-profit organization price of \$50.00 each.
- I require electricity at \$50 per space. (220 Volt / 50 Amps)

Where did you hear about our event?

WAIVER: I agree to indemnify, defend, waive, release and hold the Fall 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

DATE

FOR OFFICE USE ONLY

DATE RECEIVED: _____

CHECK #: _____

AMOUNT PAID: \$ _____

REVIEW DATE: _____

REVIEW DETERMINATION: _____

RESPONSE DATE: _____

***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 Fall Festival.

Items not handmade may not be sold and must be removed from booth.

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

If accepted, this will be the first Fall Festival I have attended as a vendor.

- | | |
|--|--|
| <input type="checkbox"/> Angel Crafts | <input type="checkbox"/> Macramé |
| <input type="checkbox"/> Antler Crafts | <input type="checkbox"/> Metal Working |
| <input type="checkbox"/> Apparel &/or Accessories | <input type="checkbox"/> Miniatures |
| <input type="checkbox"/> Appliqué | <input type="checkbox"/> Nautical Crafts |
| <input type="checkbox"/> Baskets | <input type="checkbox"/> Needlepoint |
| <input type="checkbox"/> Beadwork | <input type="checkbox"/> Non-profit Fundraiser Sales (non-food) |
| <input type="checkbox"/> Bird Houses | <input type="checkbox"/> Ornaments |
| <input type="checkbox"/> Books | <input type="checkbox"/> Painting - <i>Please specify type (landscape, portrait, etc.)</i> |
| <input type="checkbox"/> Candles | <i>& medium (watercolor, oil paint, etc.)</i> |
| <input type="checkbox"/> Carvings/Sculpture | <i>Type - _____</i> |
| <input type="checkbox"/> Ceramics/Pottery | <i>Medium - _____</i> |
| <input type="checkbox"/> Chainsaw Carvings | <input type="checkbox"/> Paper Crafts |
| <input type="checkbox"/> Children's Crafts | <input type="checkbox"/> Photography |
| <input type="checkbox"/> Crocheting | <input type="checkbox"/> Potpourri |
| <input type="checkbox"/> Cross Stitch | <input type="checkbox"/> Pottery |
| <input type="checkbox"/> Dolls/Doll Accessories | <input type="checkbox"/> Quilting |
| <input type="checkbox"/> Embroidery | <input type="checkbox"/> Stenciling |
| <input type="checkbox"/> Floral Crafts | <input type="checkbox"/> Rugs |
| <input type="checkbox"/> Framed/Unframed Original Prints | <input type="checkbox"/> Sewing |
| <input type="checkbox"/> Frames | <input type="checkbox"/> Soaps |
| <input type="checkbox"/> Furniture | <input type="checkbox"/> Stain Glass |
| <input type="checkbox"/> Glassware | <input type="checkbox"/> Taxidermy |
| <input type="checkbox"/> Gourd Art | <input type="checkbox"/> Wind Chimes |
| <input type="checkbox"/> Jewelry | <input type="checkbox"/> Yard / Garden |
| <input type="checkbox"/> Knitting | <input type="checkbox"/> Other— <i>Please describe your category below.</i> |
| <input type="checkbox"/> Lamps &/or Shades | _____ |
| <input type="checkbox"/> Leather Crafts | _____ |
| | _____ |

25th Annual Fall Festival

Vendor Terms & Conditions

Please Read and Keep for Your Reference

The festival will be September 26, 2009, from 9:00am to 5:00pm.

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 September 1, 2009.
- * \$20.00 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.
- * **Outdoor show. Booth shelters/tents are to be supplied by the exhibitor.**
- * Event coordinators will be on site Friday morning at 6:00am for event setup. **NO vendor setup prior to 6:00am** 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.
- * **Vendor parking is limited to those areas specified by event coordinators.**
- * Vendors are responsible for maintaining a clean booth space.
- * Display materials are to be supplied by the exhibitor. The Hayward Area Chamber of Commerce is not responsible for loss or damage to artwork or display material.
- * Artwork must be handmade and original design, no commercial or flea market items allowed.
- * **No buy/sell items allowed. You will be required to remove any items in your booth that were not submitted to and approved by the Vendor Review Committee.**
- * All designs must be of an original concept belonging to the artist/craft person selling the product. No duplication of copy written patterns or mechanically reproduced patterns will be allowed.
- * Items sold must incorporate original work on at least 1/2 the size of items for sale.
- * **All items displayed will be hand produced domestically, either individually or by a non-assembly line process.**
- * You may use individually operated non-commercial equipment such as a home sewing machine or conventional home carpentry tools to produce items for display and sale.
- * 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 businesses without the written consent of that business.
- * No refunds for cancellations after noon on September 1, 2009.
- * 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 Coordinators &
Vendor Review Committee