

Dear Marketplace Vendors,

Booking for Brat Days 2014 Marketplace is now open! The application enclosed with this letter must be filled out complete with payment and returned no later than June 27<sup>th</sup>. I will be mailing informational packets to all PAID vendors on Tuesday July 15<sup>th</sup>, 2014. Which will include a map, festival information and your parking pass. Space assignments will not be given in advance, they will be given on site. (If there are special requests, please inform me on your application, and I will do my best to accommodate them.)

If you know anyone that may also be interested, please forward their information to me and I would be happy to get in touch with them. I have also included a sample map (this may change but generally has not) from 2013, Marketplace is #13 on the map.

## Brat Days Marketplace is August 1st -August 2nd, 2014

- ❖ Vendors have the option of selling Friday, August 1st and/or Saturday, August 2nd.
- Set-up: Friday will begin at 3pm. Saturday will begin at 8am. (1 hour prior to opening)
- Show hours: Friday 4pm-9pm Saturday 9am-8pm
- ❖ Booth size: 10' x 10', booths larger than this will have to pay for additional space.
- ❖ Vendors must provide their own lighting, electricity, tables, chairs, coverings, insurance, etc.
- ❖ Each vendor will get one (1) parking pass per paid booth.
- Due to location on the grounds, vendors will NOT be allowed to pull up to unload their merchandise.
- ❖ ALL reservations must be made by Sunday, July 27th, 2014. No exceptions will be made!

If you have, ANY questions please feel free to e-mail me at: marketplace@brat-days.com

Hope to see you there,

Kris Pluskat Brat Days Marketplace 2014 Coordinator



## Sheboygan Brat Days "Marketplace" Application

Friday, August 1<sup>st</sup>, 2014 (4-8p) & Saturday, August 2<sup>nd</sup>, 2014 (9a-8p) – Kiwanis Park

## **Space Rental Agreement**

I, duly authorized representative of the undersigned company, partnership or individual, on behalf of the said company or partnership, subscribe and agree to all the terms and conditions/guidelines, authorizations and covenants contained in the this Space Rental Agreement. I also agree not to hold The Sheboygan Jaycees or the City of Sheboygan (collectively "Event Organizers") or any of its affiliates responsible for any accidents, theft, or damage to my products or me. Guidelines:

- Event Organizers reserve the right to inspect all displays and vendor agrees to remove any merchandise that the Event Organizers consider inappropriate or misrepresented. NO REFUND will be given to vendors who are asked to leave.
- 2. All vendors must supply their own tables, chairs and lighting.
- 3. All vendors are responsible for their own insurance. Sheboygan Jaycees must be an additional named insured. Must supply certificate of insurance with the prior referenced requirements.
- 4. All booths must have table coverings that cover all tops of the tables and go at least 3/4 way to the ground.
- 5. Only ONE vendor per booth, unless arranged PRIOR to the show, and included in this SPACE RENTAL AGREEMENT.
- 6. All booths must be free of garbage and cleaned by the vendor prior to leaving each day.
- 7. Applications are processed first come; first serve and only ONE VENDOR PER BUSINESS TYPE will be accepted with the exception of: a limit of 3 jewelry vendors.

## **VENDOR INFORMATION - PLEASE TYPE OR PRINT CLEARLY**

<u>VENDOR INFORMATION - PLEASE TIPE OR PRINT CLEARLY</u>	
VENDOR'S NAME BU	USINESS NAME (IF APPLICABLE)
MAILING ADDRESS (street number or PO Box)  PF	RIMARY TELEPHONE NUMBER
(City, State and Zip Code) SE	CONDARY TELEPHONE NUMBER
E-MAIL ADDRESS TY	YPE OF BUSINESS, DESCRIPTION OF ITEMS TO BE SOLD/DISPLAYED
FEES – each booth fee is for a 10' x 10' spot (all rental fees are NON-REFUNDABLE)	
Rental Fee is a flat \$100 per space, whether you set up only one day or both days.	
\$100 X Number of Spaces	= TOTAL DUE \$
STATUS - Check appropriate boxes and provide requested information	
□ I hold a valid seller's permit. My number is:	
□ No sales of tangible personal property are being made or solicited at this event.	
□ I am not required to hold a seller's permit because:	
☐ My retail product sales are not subject to tax (i.e. Food or Non-Profit)	
□ I sell on behalf of a Direct Sales Business (i.e. Pampered Chef, Tupperware, Avon, etc.)	
CERTIFICATION - Partners/additional sellers, complete a separate copy of this form.	
The above statements are certified correct to the best knowledge and belief of the undersigned.	
I also certify that I have read the Brat Days Marketplace Regulations.	
NAME (typed or printed)	TITLE
SIGNATURE	DATE

INSTRUCTIONS – (For questions call me at 920.287.9757) Send in this completed application, with a check for the proper amount payable to The Sheboygan Jaycees Foundation, and a self-addressed stamped envelope to:

Brat Days Marketplace \* C/O Kris Pluskat \* PO Box 561 \* Sheboygan, WI \* 53082

