



Dear Marketplace Vendors,

I am excited to announce that I may start booking for the Brat Days 2013 Marketplace. The application is enclosed with this letter and I ask that if you are interested, fill it out completely and return it to me ASAP with your payment check. If you know anyone that may also be interested, please forward their information to me and I'd be happy to get in touch with them.

I will be mailing informational packets to all PAID vendors on July 15<sup>th</sup>, 2013. That packet 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.

### **Brat Days is August 1<sup>st</sup>-August 3<sup>rd</sup>, 2013**

- ❖ Vendors have the option of selling Friday, August 2<sup>nd</sup> and/or Saturday, August 3<sup>rd</sup>.
- ❖ Set-up: Friday will begin at 3pm. Saturday will begin at 8am. (1 hour prior to opening)
- ❖ Show hours: Friday 4pm-9pm and 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 Friday, July 26<sup>th</sup>, 2013. No exceptions will be made!

If you have ANY questions please feel free to e-mail me at: [cacourtright321@yahoo.com](mailto:cacourtright321@yahoo.com)

Hope to see you there,

Carmen Courtright  
Brat Days Marketplace 2013 Coordinator  
[cacourtright321@yahoo.com](mailto:cacourtright321@yahoo.com) • 920-627-0499  
[www.brat-days.com](http://www.brat-days.com)



## Brat Days Marketplace Application

Friday, August 2, 2013 (4:00-8:00pm) & Saturday, August 3, 2013 (9:00am-8:00pm) at 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 me or my products. Guidelines:

1. Event Organizers reserve the right to inspect all displays and vendor agrees to immediately 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. 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.
3. All booths must have table coverings that cover all tops of the tables and go at least ¾ way to the ground.
4. Only ONE vendor per booth, unless arranged PRIOR to the show, and included in this SPACE RENTAL AGREEMENT.
5. All booths must be free of garbage and cleaned by the vendor prior to leaving each day.
6. Applications are processed first come, first serve and only ONE VENDOR PER BUSINESS TYPE will be accepted. However, three jewelry vendors will be accepted.

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

VENDOR NAME	BUSINESS NAME (IF APPLICABLE)
MAILING ADDRESS (street number or PO Box)	PRIMARY TELEPHONE NUMBER
(City, State and Zip Code)	SECONDARY TELEPHONE NUMBER
EMAIL ADDRESS	TYPE 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 to be 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** – (Any questions call me at 920-627-0499) 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 Carmen Courtright • 3528 Highcliff Cir • Sheboygan, WI 53083**