

# 2018 VENDOR CONTRACT

## Sturgeon Bay Visitor Center Events



**STURGEON BAY**  
DOOR COUNTY  
VISITOR CENTER

Business/Organization Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone Number (for day of event): \_\_\_\_\_ Email: \_\_\_\_\_ Website: \_\_\_\_\_

Specific items desiring to sell: \_\_\_\_\_

*(After application review we will notify you of event(s) & item(s) you're approved to sell- to avoid duplication)*

Reserving ENTIRE store frontage (if applicable)? Yes No	How many 10'x10' booth spaces? _____
Indicate which event(s) you will reserve entire store frontage for: _____	Are items handmade? Yes No

**Fees Enclosed:**  
\$ \_\_\_\_\_

Make check payable to  
**SBVC**

**Credit Card Payment:**  
sturgeonbay.net/events/  
become-a-vendor

### Which event(s) would you like to sell at?

Check Box(es)	Event	Date	Hours of Sale	Vendor Fee Per Booth (circle one)			
				SBVC Member	Non-Member	West Side Business Association Member	Non-Profit Organization
<input type="checkbox"/>	Sidewalk Sales	July 26	9am-5pm	\$50	\$90	-	\$25
<input type="checkbox"/>	Maritime on Madison	Aug. 11	10am-5pm	\$75	\$85	\$45	\$25
<input type="checkbox"/>	Harvest Festival	Sept. 15	9am-5pm	\$75	\$100	-	\$25

**REFUND POLICY:** SBVC will refund the full amount of vendor fee(s) if Vendor contacts SBVC 30 days before event date. SBVC will refund the vendor fee, less \$25 processing fee, if Vendor contacts SBVC 15 days before event date. No refunds given after 15 days before event date. No refunds given due to weather or inadequate sales, or circumstances outside the control of SBVC, as deemed by SBVC.

The undersigned applicant hereby releases and agrees to hold harmless the City of Sturgeon Bay and the SBVC from any damage to or loss of property and any personal injury, which they may sustain while participating in this event. Each vendor accepts sole responsibility for their respective booth space and contents. Vendors are not allowed to resell their booth to another vendor without approval of SBVC. All items displayed must be sensitive to all members of society. SBVC will not discriminate on the basis of race, color, creed, religion, sexual orientation, age, or nationality. This event is not a forum for political or religious activities. The above vendor has SOLE RESPONSIBILITY to acquire any required licenses and/or permits under DHS 196.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**RETURN FORM TO SBVC: 36 S. Third Avenue, Sturgeon Bay, WI 54235**