

# Food Vendor Application

## Sturgeon Bay Visitor Center Events



**Business Name:** \_\_\_\_\_

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

**Mailing Address:** \_\_\_\_\_

**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip:** \_\_\_\_\_

**Phone Number (for day of event):** \_\_\_\_\_

**Email:** \_\_\_\_\_ **Website?:** \_\_\_\_\_

**Food/Drinks desiring to sell - Please list items by event:** \_\_\_\_\_  
*(We will notify you of approved items, to avoid duplication.)*

*(We'll review your application and notify you of the shows & items you're approved to sell.)*

- **How many 10'x10' booth spaces?** \_\_\_\_\_
- **Booth photos attached?**  Yes  No
- **Electricity requested?**  Yes  No
- **SBVC has my photos on file:**  Yes  No

**Which events would you like to sell at?:**

<b>Check Box(es):</b>	<b>Event Name:</b>	<b>Date:</b>	<b>Hours of sale:</b>	<b>Vendor Fee per Booth:</b>
<input type="checkbox"/>	Sidewalk Sale	July 27	9a.m.-5p.m.	\$90
<input type="checkbox"/>	Maritime on Madison	Aug. 12	10a.m.-5p.m.	\$90
<input type="checkbox"/>	Harvest Festival	Sept. 16	9 a.m.-5p.m.	\$100

**Price to sell at 3 events:**  
**\$ 280 or**  
 pay per event

**Total Enclosed:**  
 \$ \_\_\_\_\_

**Make check payable to:**  
**SBVC**

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

**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 Ave., Sturgeon Bay, WI 54235**