

Non-Profit Vendor Contract

Sturgeon Bay Visitor Center Events



STURGEON BAY
DOOR COUNTY
VISITOR CENTER

Organization Name: _____

Contact Name: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Phone Number (for day of event): _____

Email: _____ Website?: _____

Items desiring to sell: _____

(We will review your application and notify you of the shows you are approved to sell.)

• How many 10'x10' booth spaces? _____ ****(Prices below are price per booth space.)*

• Electricity requested (food sellers only)? Yes No

Which events are you applying to sell at?:

<u>Check Box(es):</u>	<u>Event Name:</u>	<u>Date:</u>	<u>Hours of sale:</u>	<u>Selling items?:</u>	<u>Raffle, Display, or Youth?:</u>
<input type="checkbox"/>	Sidewalk Sale	July 27	9a.m.-5p.m.	\$40	\$25
<input type="checkbox"/>	Maritime on Madison	Aug. 12	10a.m.-5p.m.	\$40	\$25
<input type="checkbox"/>	Harvest Festival	Sept. 16	9a.m.-5p.m.	\$50	\$25

Fees I'm enclosing:
\$ _____

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