

VENDOR APPLICATION

2018 Chili & Jewelry Sale November 17-- 9am-1pm

Vendor Contact Name (*contact person*): _____

Name of Business:

Business website:

Business Facebook page URL:

Mailing Address:

City: _____ State: _____ Zip: _____

Phone: _____ Cell Phone: _____

Email Address*: _____

*Event info/updates sent via e-mail unless you check here for postal mail

You're applying to sell at the:

November 17: "Warm your Heart Chili & Vintage Jewelry" Fall Sale

___ \$30 with RSVP & payment by **Oct. 17th**

___ \$35 with RSVP & payment **Oct. 18th or later***

**Note – space sold out two (2) weeks before the last sale. RSVP & pay early!*

With your payment, you receive **one 8-ft. table and 2 chairs** (or equivalent space).
Want to bring more tables, shelves, or clothing racks? **You must request additional space**
(subject to additional fees & availability, *Requests must be made in application before Nov 1st*).

Check here if you'll need:

Electricity **Additional 8-ft. table (provided by St. Ann Center) (\$10/each) #**_____

I would like to bring my own:

Table (size: _____) Clothing Rack other (specify)

Other factor(s) we should consider in assigning your space? _____

(We attempt to accommodate vendor preferences, but can't guarantee it.)

Describe your products (please be specific). No jewelry or rummage.

Price range _____

Do you have a vendor license to sell your product? Yes No

If yes, please attach a copy, and provide your license number: _____

Health Department Regulations:

Food and produce vendors must follow South Milwaukee Health Department regulations, obtain any necessary permits and pay any applicable fees. Please call 414-768-8055 and ask for Marty Zabkowicz. He can tell you if you need to get a permit. The South Milwaukee Downtown Market strongly encourages that all produce is personally grown by the vendor(s) selling it. If not, it is subject to South Milwaukee Health permitting fees: http://www.smdowntownmarket.org/images/License_Application.pdf

Produce/Food Vendors:

1. Are the crops and items you listed raised or produced on your farm or your residence? Yes No

2. Are you certified organic? Yes No If yes, by which agency: _____

3. Please briefly describe your production practices (ie. organic, biodynamic, IPM, pasture-raised, etc.):

4. Do you have farm liability insurance that covers incidents that may occur off your premises?
 Yes No (Please have a copy on hand at all times during event.)

5. Do you have product liability insurance? Yes No (if yes, please attach a copy)

6. Please check which payment types you accept:
 FoodShare/SNAP (Food Stamps) EBT
 WIC (Women, Infants Children Nutrition program) Paper Vouchers
 SFMNP (Senior Farmers Market Nutrition Program) Paper Vouchers
 Credit (Visa, Mastercard, Discover, American Express)
 Debit (Visa and Mastercard)
 Check (Paper or electronic)

By signing the application, each vendor agrees to protect, indemnify, and hold harmless St. Ann Center for Intergenerational Care, Milwaukee County and the City of Milwaukee (the “released parties”) from and against any and all causes of action, claims, demands, suits, liability, or expense by reason of loss or damage to any property or bodily injury to any person, including death, as a direct or indirect result or use of any rented or occupied market space or in connection with any action or omission of the vendor who shall defend the released parties in any such cause of action or claim. You also agree to comply with all St. Ann Center procedures.

Vendor Signature

Date

- Payment included with this application – Total \$ _____
 Send me an invoice – Total \$ _____

**Note: Space not reserved until receipt of payment is confirmed. Space requests filled on a first paid RSVP basis.*

We accept cash, checks (payable to **St. Ann Center for Intergenerational Care**) and credit cards (except American Express).

Return your complete application, along with completed Wisconsin Temporary Event Operator and Seller Information form by:

1. **EMAIL.** Send to: lgrzybowski@stanncenter.org. You can call 414-977-5009 to pay by credit card.
2. **POSTAL MAIL** (or **hand-delivered**) to: St. Ann Center, Attn: Lori Grzybowski
2801 E. Morgan Ave.
Milwaukee, WI 53207

Please note:

Set-up / Clean-up: We open for set-up at **7 am**. Booths must be ready by **8:30 am**. Sale runs 9 am to 1 pm. Clean-up complete by **2 pm**.

Parking: Vendors may unload from the front lot, then must move their vehicles to park in the lot on the east side of the building, to make room for customer parking. *We will have a parking attendant to assist with unloading and let you know where to move your vehicle.*

Pets: Not allowed.

Fees: Must be **paid in advance**. Event costs are **non-refundable**.

Though we do not foresee any changes, dates and events are subject to change.

Questions? Contact **Lori Grzybowski** lgrzybowski@stanncenter.org | **414-977-5009**

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