



VENDOR APPLICATION

2019 Chili & Jewelry Sales, March 16 & Nov. 23: 9 am – 1 pm

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:

**March 16 : "Warm your Heart Chili & Vintage Jewelry" Spring Sale**

- \_\_\_ \$25 with RSVP & payment by Feb. 15
- \_\_\_ \$30 with RSVP & payment Feb. 18 or later\*

**November 23 : "Warm your Heart Chili & Vintage Jewelry" Fall Sale**

- \_\_\_ \$25 with RSVP & payment by Feb. 15
- \_\_\_ \$30 with RSVP & payment Feb. 18 or later\*

\*Note – space sold out two (2) weeks before the March 2018 sale. RSVP & pay early!

With your payment, you receive **one 8-ft. table and 2 chairs** (or equivalent space).

-To bring more tables, shelves, or clothing racks, **you must request additional space in this application** (subject to additional fees & availability.)

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.

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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](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.):

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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](mailto: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.*

**No Pets.**

**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](mailto:lgrzybowski@stanncenter.org) | 414-977-5009

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