

# UW-WASHINGTON COUNTY - FESTIVAL OF ARTS

400 University Drive, West Bend

## FARMERS MARKET APPLICATION

Saturday, April 8, 2017 10:00am-4:00pm

BUSINESS NAME: \_\_\_\_\_

YOUR NAME: \_\_\_\_\_

STREET: \_\_\_\_\_ CITY: \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

PHONE: \_\_\_\_\_ EMAIL: \_\_\_\_\_

WISCONSIN SELLER'S PERMIT NUMBER \_\_\_\_\_

Please provide Social Security number if you do not have a Seller's permit. Permits must be current and valid.

LIST ALL ITEMS YOU ARE SELLING: \_\_\_\_\_  
Use reserve side if necessary.

VEHICLE MAKE & MODEL \_\_\_\_\_ VEHICLE LICENSE # \_\_\_\_\_

VEHICLE COLOR: \_\_\_\_\_

(Free parking in lower lot - last row & Ridge Run Park - if you must park in either upper lot, please enclose \$20 parking fee.)

**BOOTH FEE \$35 EACH** \_\_\_\_\_ Each space is approximately 8'x8'

**ELECTRIC FEE \$15 EACH** \_\_\_\_\_ Limited number of electric outlets are available.

**TABLE RENTAL \$4 EACH** \_\_\_\_\_ Six ft tables - enclose separate check. Please bring table coverings!

**PARKING FEE \$20 EACH** \_\_\_\_\_ For parking in upper lots. Lower student lot & Ridge Run Park are free parking.

**CHAIRS (NO CHARGE)** \_\_\_\_\_ Indicate how many chairs you need - they will be in your booth when you arrive.

**TOTAL ENCLOSED: \$** \_\_\_\_\_ **Checks payable to: WCCF (Washington County Campus Foundation)**

## FARMERS MARKET: IMPORTANT EVENT INFORMATION

*Your reservation is not valid  
until you receive a confirmation.*

**LOAD IN:** Vendors may load in beginning at **7:00 am on Saturday, April 8, 2017. All booths must be set up by 9:45am.** For cafeteria load in/out only: park in the upper faculty lot - near theatre entrance.

**PARKING/SHUTTLE:** Please be COURTEOUS to other exhibitors and **MOVE YOUR VEHICLE as soon as you are unloaded.** After unloading, **all exhibitors must park their vehicles in the last row in lower student lot (near trees) or in Ridge Run Park,** located just prior to the entrance to the campus. A free shuttle bus will run continuously from 7am-5pm, from the lower lot and Ridge Run Park to the main entrance. All exhibitor vehicles **MUST BE** moved from the upper parking lots and circle drive by 9:45am. If you must park in upper lot, please include \$20 parking fee.

**INSURANCE:** Each vendor is responsible for their own insurance coverage.

**NO SMOKING:** UW-Washington County is a no-smoking facility.

**CLEAN UP:** Exhibitors are responsible for removing all debris from his/her booth prior to departure. A \$50 trash removal fee will be charged to any vendor who does not remove their debris. All displays must be dismantled and removed by 5:30pm on Saturday, April 8, 2017.

UW-Washington County reserves the right to inspect all displays and remove merchandise deemed inappropriate for this event.

Office use only:

Approved \_\_\_\_\_ Date Paid \_\_\_\_\_ Amount Paid \_\_\_\_\_ Booth Location \_\_\_\_\_