

# ROTARY PANCAKE BREAKFAST CRAFT FAIR

**SET UP**  
**6:00 – 7:30 am**

**February 25, 2018**  
**7:30 am – 1:00 pm**

**TEAR DOWN**  
**1:00 – 1:30 pm**

EVENT LOCATION: Prairie View Middle School  
400 N Thompson Road  
Sun Prairie, WI 53590



## VENDOR APPLICATION



**Name:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Please Describe Your Items for Sale:** \_\_\_\_\_

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If possible, please include picture(s) that represents the products you are interested in selling. If you add any items to your booth not listed on this application, please check with the event coordinator first to avoid duplication among vendors.

An 8 Foot Table is provided (no linens) and a few limited spaces have electrical outlets.

**How Many Spaces?**  1  2  3      **How Many Tables?**  0  1  2  3

**How Many Chairs?**  0  1  2  3

**Do You Need Electric?**  YES  NO

## **COST IS \$25.00 FOR A SINGLE SPACE**

Rotary Event Coordinator: **Chad Wiedmeyer** • Cell 608.234.7011

[cwiedmeyer@starkhomes.com](mailto:cwiedmeyer@starkhomes.com)

### **MAIL FORMS & PAYMENT TO:**

Stark Company Realtors

1625 W Main Street

Sun Prairie, WI 53590

ATTN: Chad Wiedmeyer

For more information visit: [www.sunprairierotary.org](http://www.sunprairierotary.org)

# **ROTARY PANCAKE BREAKFAST CRAFT FAIR**

## **VENDOR AGREEMENT**

1. By my signature below, I agree to abide by the roles and policies set forth in this application.
2. I agree to be set up 15 minutes before the show begins and to not tear down until closing time.
3. I will not transfer my booth to another vendor.
4. I agree not use tape, nails, screws, tacks or pins on the walls/floors of the facility.
5. I grant permission to The Rotary Club of Sun Prairie to use photos of my booth for publicity purposes without compensation.
6. I will have a professional appearance to my booth.
7. I agree not to sell or display any inappropriate merchandise at the event.
8. Rotary reserves the right to remove and/or deny future application to any vendor who exhibits improper behavior toward the volunteers, patrons, or other vendors.
9. All proceeds from the sales of my product are entirely mine and I am entirely responsible for collecting and remitting any applicable sales tax.
10. I am fully responsible for my booth and exhibited personal property.
11. I will keep my booth space clean and after the event, pack up promptly and leave no mess behind.
12. I agree to hold harmless The Rotary Club of Sun Prairie from any claims for damage to persons or property in any manner related to my use or occupancy of the event site. I release The Rotary Club of Sun Prairie from any liability for loss, damage, or theft of my property.

**I have read, understand and accept the terms and conditions stated in this agreement and agree to abide by them.**

Vendor Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

Vendor Signature: \_\_\_\_\_ Date: \_\_\_\_\_