

# vendor application

## Sturgeon Bay Farmers Market Sponsored by Destination Sturgeon Bay

2023  
Saturdays, June 3-October 14  
Downtown Sturgeon Bay  
8AM-12PM



**ELIGIBILITY:** Open to all artists, crafters, and producers with original, quality products. Destination Sturgeon Bay reserves the right to reject any vendor deemed inappropriate for the market or an application without all requested information.

**COMPLIANCE:** Any products not consistent with the work shown in his/her submitted and approved application must be removed from the booth. Any vendor who refuses to remove unapproved items or comply with DSB standards may be asked to leave. No refunds will be given to vendors who are requested to leave.

**BOOTH REQUIREMENTS:** All vendors will be given a 10'x10' space for their tent and products. If vendors choose to utilize a pop-up tent, weights of at least 15lbs must be secured to each leg of the tent. DSB assigns all booth spaces and has the authority to change these spaces up until the day before the event. Vendors may not sublet their space to another vendor and spaces are not transferrable.

**Please submit your application to:**

**By Mail:** Destination Sturgeon Bay

Attn: Andrea Buboltz

36 S. 3rd Avenue Sturgeon Bay, WI 54235

**Electronically:** [Andrea@sturgeonbay.net](mailto:Andrea@sturgeonbay.net)

All vendors will be notified of acceptance or rejection after the Farmers Market Committee has reviewed the applications. The Farmers Market Committee will meet once a month to review applications and market policies.

By signing below, you are confirming that you have read the 2023 Farmers Market Handbook and agree to all of the guidelines and policies listed.

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

The undersigned applicant hereby releases and agrees to hold harmless the City of Sturgeon Bay and DSB 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 receptive booth space and contents. Vendors are not allowed to resell their booth to another vendor without the approval of DSB.

All items displayed must be sensitive to all members of society. DSB will not discriminate on the basis of race, color, creed religion, sexual orientation, age or nationality. DSB events are not forums for political or religious activities. The signed vendor has sole

responsibility to acquire any required licenses and/or permits under DHS 196

# Sturgeon Bay Farmers Market Vendor Information

Business Name: \_\_\_\_\_

Contact: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Cell Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Preferred method of contact:  Phone  Email  Text

List the products/type of products you sell: \_\_\_\_\_

Only items listed will be approved to be sold at the market. Please attached product photos if necessary

E-commerce/Promotional Channels:

Facebook: \_\_\_\_\_

Instagram: \_\_\_\_\_

Website: \_\_\_\_\_

Other: \_\_\_\_\_

We do not use Social Media:

I am a:

Returning Vendor

New Vendor

Returning Vendors must be in good standing to be eligible to be a 2023 market vendor

**Please Select one of the following:**

Daily Vendor-\$25/week, per 10'x10' space

Returning Annual Vendor- \$225 /20-week season, per 10'x10' space

(each additional 10x10 will be charged at \$100/per 10 ft.)

At least 50% of your vendor fee must be paid by May 1, 2023. 100% of your vendor fee must be paid by July 1, 2023

New Annual Vendor- \$250/20-week season, per 10'x10' space

(each additional 10x10 will be charged at \$100/per 10 ft.)

At least 50% of your vendor fee must be paid by May 1, 2023 100% of your vendor fee must be paid by July 1, 2023

Payment can be received via cash, check or credit card. Checks can be made out to Destination Sturgeon Bay (DSB).

An online payment option is also available on [SturgeonBay.net](http://SturgeonBay.net)

# Sturgeon Bay Farmers Market Vendor Information

Please list any dates that you will NOT be at the market

Seasonal Vendor: \_\_\_\_\_

Please list market dates that you would like to reserve NOW

Daily Vendor: \_\_\_\_\_

Please list any booth requests:

Booth Requests are not guaranteed and must be approved by the market committee.

### Payment

Credit Card

Cash

Check # \_\_\_\_\_

At least 50% of your vendor fee must be paid by May 1, 2023. 100% of your vendor fee must be paid by July 1, 2023

Amount Paid: \_\_\_\_\_

Date: \_\_\_\_\_

Amount Paid: \_\_\_\_\_

Date: \_\_\_\_\_

Notes: