



MERCHANT VENDOR APPLICATION

**THE BALDWIN WINDMILL DAYS COMMITTEE WOULD LIKE TO INVITE YOU TO APPLY TO
BE A MERCHANT VENDOR FOR OUR 2021 WINDMILL DAYS!
ALL ABOARD – HONORING THE FOUNDER 1871-2021**

The Windmill Days Committee is busy planning our annual community celebration! The event is marketed not only in our community but in those within a 100-mile radius of the Baldwin area. Community members and families will come to celebrate our heritage in addition to participating in some fun new events and some prior events that are fun staples.

How To Participate?

- * Complete and submit the Windmill Days Merchant Vendor Application
- * Submit payment for booth space in the amount of \$50.00, and an additional \$25 for electricity (if applicable) made payable to Windmill Days
- * **Mail payment and application to:**
 Windmill Days
 PO Box 623
 Baldwin, WI 54002
- * All registered vendors will receive confirmation via email and/or a phone call acknowledging acceptance.

WINDMILL DAYS EVENT DETAILS

Date | Saturday, June 12

Time | 9am — 6pm

*** Unless you determine to close early ***

Event Details

Windmill Days is held on Main Street in Baldwin, WI.

Set up time will be on Saturday, June 12 ONLY from 7-9 a.m.

- set up needs to be complete by 9 a.m., no exceptions

Tear down is at 6:00pm on Saturday, June 12; unless you determine to stay open later. Booths must be removed by Saturday, June 12 by 10:00 p.m.

Merchant Vendor Information

* Participation Fees

\$50.00—Entry Fee for booth space of 12 x 12

\$25.00 – Electricity Fee for booth {Electrical spots are limited, first come first served}

* Must provide your own tables chairs and/or tent

- There is no rain date or refund in the event of inclement weather.

Application Deadlines

Application and payment are due by April 1, 2021 or until the vendor positions are full.

Fees are not refundable after acceptance.

Notes & Reminders

Vendors must staff their booths during all event hours.

Vendors who are unable to attend must call or email the Windmill Days Committee. A 24-hour notification is required so that we may make necessary changes and/or fill the space with a vendor from our waiting list. Non-compliance may result in exclusion for future events. [refunds do not apply].

Vendors must provide their own equipment and must follow safety guidelines. All equipment must be provided by the vendor and meet standard guidelines for proper operation and sanitation.

Vendors must supply their own tent and/or awning with weights, table [s], chair [s], banner [s], and other supplies, in compliance with fire safety requirements noted on page 3. It is the vendors responsibility to ensure safety to the public around their establishment during set-up, operation and tear-down.

Vendors are responsible for providing, assembling and disassembling his/her own booth.

The Windmill Days Committee reserves the right to reject applications.

The vendors name and address must be displayed on the booth at all times.

Vendors are required to clean their area at the end of the event. This includes sweeping and garbage collection as necessary.

Vendors who are selling items must have and provide a state sales tax identification number and be posted on site.

Vendors are responsible to charge and pay sales tax as required by law.

Recyclables

Appropriate collection containers and disposal provisions will be available for vendors and guests.

Fire Safety

In compliance with the Wisconsin Fire Code, we require the following items:

Participants tents must be treated to be fire resistive and *must have a label attached* indicating the name of the company that did the treating and the date it was done.

The Windmill Days Committee, or appropriate authority, will inspect all vendors prior to operation.

For more information on local fire regulations, contact the United Fire & Rescue District Headquarters at (715) 684-2954.

Miscellaneous

The Windmill Days Committee will be selling alcoholic beverages exclusively at the event.

The Windmill Days Committee is not responsible for lost time or income if booths are not allowed to open until codes are met.

Contact for Information

Windmill Days

PO Box 623

Baldwin, WI 54002

Email: vendor@windmilldays.com or Text: 715-222-0153

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WAIVER OF LIABILITY

In consideration in your accepting this entry, I, the undersigned, intending to be legally bound, hereby for myself, my heirs, executors, and administrators waive any and all right and claims for damages I may have against the Windmill Days Committee and the Village of Baldwin and their representatives, volunteers, successors, and assigns for any and all damages suffered by myself or my team in the event. Further, I grant full permission to the Windmill Days Committee and/or other agents authorized by them to use photographs, videotapes, recording or other records of this event for legitimate reasons. I agree to abide by the rules and regulations of the Windmill Days Committee.

Signature: _____

Date: _____

CELEBRATION DATE June 9-12, 2021

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BUSINESS NAME:	
CONTACT NAME:	
MAILING ADDRESS:	
TYPES OF PRODUCTS SELLING:	
CONTACT # AT EVENT:	
EMAIL:	
WEBSITE/SOCIAL MEDIA:	
WI TAX ID #:	
DO YOU REQUIRE ELECTRICITY:	YES _____ NO _____
WHAT TYPE OF PLUG?	
ADDITIONAL COMMENTS/NEEDS?	
12 X 12 BOOTH SPACE \$50	\$
ELECTRICITY (LIMITED SPOTS) \$25	\$
TOTAL DEPOSIT	\$
CHECK NUMBER	