



# Wendland Nursery

**A division of Wendland Landscape Services Inc.**

W172 N10415 Division Road ♦ Germantown, WI 53022 ♦ (262) 251-9678 ♦ Fax (262) 251-5759

[www.wendlandnursery.com](http://www.wendlandnursery.com)

## **Please read the entire application information completely.**

This year we are hosting craft and vendor fairs outdoors at our nursery/garden center in Germantown. This is the 5<sup>th</sup> year offering this event. We will be running three different dates throughout the summer/fall. **Event dates are Saturday, May 21, July 16 and September 24, 2022.** Each event will be running from 9:00am-2:00pm.

### **Vendor Information**

- ✓ Crafters/ Vendors must be at least 18 years or older.
- ✓ BOOTH FEE: \$20, any accepted vendor will need to make a \$ 20 non-refundable deposit to participate in this year's events, each event is \$20 and if you are accepted to multiple events payment will need to be made accordingly
  - Booth fee is due within 15 days of acceptance notification
- ✓ Electricity can be supplied for an additional service charge of \$25 (taxes will be applied unless you have a valid CES #)
- ✓ Crafters/ Vendors can apply for all 3 dates but we would like to have different vendors at each event to keep interest and traffic so there is a chance you will only be accepted to 1 out of the 3 events.
- ✓ Application deadlines are as follows:
  - May 21, 2022 application deadline is March 15, 2022
  - July 16, 2022 application deadline is April 15, 2022
  - September 24, 2022 application deadline is July 15, 2022
- ✓ Booth space is approximately 10' x 10'. Entire display, chairs, bins, and customer walk-around space must fit within those dimensions. You may not extend your booth space or interfere with a neighboring vendor space.
- ✓ You must provide all items for booth, we do not provide tables, chairs, canopy, each vendor is responsible for items needed for display / sales
- ✓ Exhibitor set up is from 7:30am-8:45am on the morning of each event date.
- ✓ Vendors are expected to remain open the entire time. Early takedown is not allowed, except in extreme weather situations. You may not drive on the property during open event hours.
- ✓ Vendors will be assessed during the event to ensure the description submitted reflect the work being sold. In case of a discrepancy, you may be asked to remove the product or leave the fair. It may impact consideration for future participation. Since this is not a juried event, we ask that all displays are tasteful, clean and well organized.
- ✓ Each artist is responsible for collecting and reporting Wisconsin Sales Tax on all sales made during the event. The current tax rate is 5.5% for Washington County. Event is subject to State of Wisconsin Temporary Event regulations.
- ✓ Pets are not allowed.
- ✓ We do have a port a john on site and a soda machine. Please bring a lunch so you do not have to leave booth unattended at any time. It is not guaranteed that we will have a food truck for each event.
- ✓ We ask that all exhibitors promote event across social media to help make this as successful as possible.
- ✓ Booth numbers will be given out the a few days prior to event via email.
- ✓ There are only 25 booth spaces available.
- ✓ This is a mixed event of crafters and direct sales; each event may vary but we try to stay 60% crafters / 40% direct sales
- ✓ Event is 100% outdoors
- ✓ WI-FI is available, please stop in office day of event for password

### **Acceptance**

We will contact you within 7 days after the deadline date to confirm if you have received a booth space. Confirmation will be sent by email. Please make sure you are able to accept emails for [info@wendlandnursery.com](mailto:info@wendlandnursery.com) and it does not go to junk/spam box.

### **APPLICATION REQUIREMENTS:**

- Completed and sign application form.
- Send application to: Wendland Nursery W172N10415 Division Road Germantown WI 53022, email to [info@wendlandnursery.com](mailto:info@wendlandnursery.com) – if emailing application it must be send as a PDF or it will not be accepted, or drop off application during business hours at our office



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**Business Name** \_\_\_\_\_

**Artist Name** \_\_\_\_\_ **Co-Artist** *(if applicable)* \_\_\_\_\_

**Mailing Address** \_\_\_\_\_

**City** \_\_\_\_\_ **State** \_\_\_\_\_ **Zip** \_\_\_\_\_

**Phone** \_\_\_\_\_ **E-mail Address** \_\_\_\_\_

**Website or Facebook Page** \_\_\_\_\_

**Wisconsin Sales Tax/SS# (required)** \_\_\_\_\_

**Select category for program listing:**

- Adult Clothing/Accessories     Beaded Jewelry     Children Clothing/Accessories
- Drawing & Graphics     Fine Jewelry     Floral     Food Products     Furniture     Garden Art
- Glass     Metal     Painting     Photography     Pottery     Seasonal     Soap
- Stone     Toys     Wood
- Other: \_\_\_\_\_

### Exhibitor Description

Specifically describe items being sold

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### Event date you are applying for:

Circle –

**May 21, 2022** \_\_\_                      **July 16, 2022** \_\_\_                      **September 24, 2022** \_\_\_

(if you would like to apply for more than 1 date please list a preference on 1<sup>st</sup>, 2<sup>nd</sup> or 3<sup>rd</sup> choice)

### Agreement

I hereby submit this application to become an exhibitor at Wendland Nursery during event dates listed above. I agree to abide by the fair rules and regulations as established by Wendland Landscape Services, Inc., DBA Wendland Nursery. By signing this application, applicant hereby and forever discharges Wendland Landscape Services, Inc., DBA Wendland Nursery, of and from all manner of actions, suits, damages, claims and demands whatsoever, in law or equity, from any loss or damage to the undersigned's property while in the possession, supervision, or auspices of Wendland Landscape Services, Inc., DBA Wendland Nursery, their agents, representatives, or employees. I am fully aware of the risks involved and hazards connected with event and I hereby elect to voluntarily participate such activity with full knowledge that event may be hazardous to me and my property. I voluntarily assume full responsibility for any risks of loss, property damage or personal injury, including death, that may be sustained by me or any loss or damage to property owned by me, as a result of being engaged in such activity, whether caused by the negligence of Vendor/ releaser or otherwise. I understand that Wendland Landscape Services, Inc., DBA Wendland Nursery does not provide any insurance coverage for vendor participants for any circumstances arising from their participation in this event or any activity associated with or facilitating that participation. I give permission for my photos to be used for publicity, including being listed on the Wendland Nursery's website and/or Facebook page.

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

Co-Artist \_\_\_\_\_ Date: \_\_\_\_\_

MAIL or DROP OFF TO: Wendland Nursery W172 N10415 Division Road Germantown WI 53022

EMAIL TO: [info@wendlandnursery.com](mailto:info@wendlandnursery.com) - must be send as a PDF or it will not be accepted.

**Please make sure to fill out your entire application and penmanship is legible.**

**Office Use Only: Booth Fee: \$20    Date of Payment** \_\_\_\_\_ **Method of Payment** \_\_\_\_\_