



April 5, 2025 9am-3pm at Phelps School
4451 Old School Road
Phelps, WI 54554

Deadline to register is:
March 15, 2025
\$50 after March 15

2025 Arts & Crafts Show Vendor Application

PLEASE READ ALL APPLICATION INFO CAREFULLY!

Business Name: _____

Vendor / Seller's Name: _____

Address: _____

City / State / Zip: _____

Phone: _____

Email : _____

Description of items: _____

**Wisconsin Seller's Permit # OR Social Security Number: _____

Where did you learn of this event? _____

***MULTILEVEL MARKETING SELLERS ARE ACCEPTED!**

***NO FLEA MARKET OR NON-PACKAGED FOOD**

***NO SYRUP OR HONEY SALES WITHOUT APPROVAL**

***TABLES/CHAIRS ARE NOT PROVIDED**

Does your booth require electricity (limited available!):

YES NO

Number of 10' x 10' booths before March 15:

____ x \$35.00

Number of 10' x 10' booths after March 15:

____ x \$50.00

Number of discounted booths (Phelps Chamber members):

____ x \$25.00

Number of non-profit booths (Phelps Chamber members):

____ x \$0.00

Total Remitted: _____

Phelps Maple Syrup Fest reserves the right to cancel the Craft Show if necessary. The event may be cancelled if the federal, state or county government issues any type of no travel warning, state of emergency or stay at home order. **NO REFUNDS** will be issued to vendors if event is cancelled or turnout is affected due to weather conditions. No refunds for cancellations or no-shows.

Please note below if you would like to donate a raffle item from your booth. Basket raffle sales help us to promote and advertise this event. Donations can be dropped off at the Phelps Chamber before the event or picked up from your booth before 9am at the event.

YES! I WOULD LIKE TO DONATE THE FOLLOWING ITEM(S): _____

Applications are handled on a first come, first serve basis. We do not expect to reach capacity and plan to accept all vendors. You will be notified right away IF we are full and you are not accepted. You will NOT be notified that you are accepted, so please assume you are accepted unless you hear from us! We will send an email the week before with details like parking, timing, etc.

Please make checks payable to: PHELPS CHAMBER OF COMMERCE. Mail your payment and application to:

Phelps Chamber of Commerce - PO Box 217 - Phelps, WI 54554

Booths may be located in both the large and small gyms. Please enter and exit through the gymnasium doors on the left side of the school. Set-up time will begin at 7:30am on Saturday, April 5, 2025. After set-up, all vehicles MUST be moved to either behind the school building or the upper parking lot. Weather depending, you may be notified which lot will be available. The lower parking lot is reserved for visitors only. Vendors must supply their own booth set-up including tables. Electricity is very limited! Take down of entire booth and contents must be completed and removed from premises. Vendors are responsible for removal of all garbage from their booth. Vendor space is 10'x10'. This space is for your merchandise and seating. Call 715-545-3800 or email laura@phelpswi.us with questions.

Vendor Waiver: I understand that by signing this application, it becomes a contract when accepted by Phelps Maple Syrup Fest. I assume all responsibility for my own exhibit and will NOT hold Phelps Maple Syrup Fest, Phelps Chamber, Phelps School, or its representatives responsible for theft, damage or personal injury.

**Wisconsin law (sec. 73.03(38), Wis. stats.) requires that each operator of a swap meet, flea market, craft fair or similar event must report to the Wisconsin Department of Revenue the name, address, social security number and the Wisconsin seller's permit number (if available) of each vendor selling merchandise at the event.

Signature

Date