



**VENDOR APPLICATION FORM – WINTERFEST**  
**8040 S. 6<sup>TH</sup> STREET, OAK CREEK, WI 53154**  
**SATURDAY, FEBRUARY 15, 2020 - 10 AM TO 4 PM**

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

Contact Person: \_\_\_\_\_ Phone: \_\_\_\_\_

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

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

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

Business Description: \_\_\_\_\_

**Cost to participate: \$40.00**

Applicants should wait to submit payment until application is approved. A Tourism Commission representative will confirm when application is received and in the review process. Pictures, social media pages, and website links are encouraged with application submission.

***TERMS & CONDITIONS:***

- All vendor spaces will be assigned on a first come, first served basis when application is approved.
- Winterfest is held rain, snow, or shine! Event organizers can end the event early for a weather emergency.

***EVENT SET-UP:***

- Vendor set up will take place Saturday, February 15 from 8:30 am to 9:45 am.
- All exhibitors/vendors must be ready for business no later than 9:45 am.
- Vendor/exhibitor agrees to maintain table for full show hours, NO EARLY BREAKDOWNS.
- Displays shall be confined to the area(s) reserved and shall not pose a physical, visual, or auditory obstruction.
- Event staff reserves the right to alter or evict any exhibit that detracts from the general operation of the event.
- Event management is not responsible for loss or theft.

***EVENT TEARDOWN:***

- Tear down will take place immediately following the event at 4:00 pm on Saturday, February 15.
- Please arrange to have all items removed no later than 6:00 pm.



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**APPLICATION SUBMISSION:**

**Mail:**

Oak Creek City Hall  
Attn. Oak Creek Winterfest  
8040 S. 6<sup>th</sup> St.  
Oak Creek, WI 53154

**Email:** [events@oakcreekwi.org](mailto:events@oakcreekwi.org)

**I have read and agree to the enclosed terms and conditions.** The vendor/exhibitor listed upon this contract agrees to hold harmless the City of Oak Creek from any and all claims, liability, injury, loss and expenses, including legal costs that may arise from or in connection with this event.

Vendor/exhibitor further agrees to protect and hold the event management and its agents forever harmless for any damages or charges imposed for violations of any law or ordinance, whether occasioned by the negligence of the vendor/exhibitor or those acting on behalf of the exhibitor.

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