



## **2024 Bondemarked Vendor Application Information**

**Mondays: June 17 – August 26**

**3:30 pm – 6:30 pm**

**Required application materials to be emailed to Kelsey Stone at [marketing@ephrain-doorcounty.com](mailto:marketing@ephrain-doorcounty.com) (with the exception of the deposit payment):**

- Completed 2024 Bondemarked Vendor Application
- Completed Village of Ephraim Transient Merchant Registration Form
- Completed Wisconsin Temporary Event Operator and Seller Information
- At least four (4) photographs of the items you intend to sell
- \$25 deposit check to be mailed to Ephraim Business Council P.O. Box 203 Ephraim, WI 54211 or dropped off at the High Point Inn in Ephraim. Check to be made out to the Ephraim Business Council.

### **Cost:**

1. 10% of sales up to \$25 (per week) per 10x10 vending space. If vendor attends all markets, the \$25 deposit will be used as payment for the last week's market.
2. There will be (2) complimentary spots for non-profit organizations at each market. If those spots have been filled, any additional non-profit organizations will be charged \$5 per week. Each non-profit organizations can attend (2) markets per season, unless approved by the Ephraim Business Council.
3. Fee to be paid via cash or check to the Ephraim Business Council by 7:30pm each Monday of the market to Kelsey Stone of the Ephraim Business Council.
4. If a vendor does not pay the fee by 7:30 pm the day of the market, the vendor will owe the full \$25 plus a \$5 late fee the following week.

### **Rules:**

1. All exhibited work must be original in concept and executed by the applying artist. No commercial kits, molds, patterns, plans, or pre-fabricated forms will be allowed.
2. Vending space is ten square feet (10'x10'). Please note on this application if you would prefer multiple consecutive booths.
3. Each vendor is to provide their own display and shelters appropriate for outdoor festivals. Please be prepared to sufficiently weight your tent and all other items.
4. Because this is a newer event, and only 11 weeks, we are only successful if all vendors are consistent. Please make it a priority to attend every market. If something comes up, please contact Kelsey at 920.421.4688 at your earliest knowledge of the absence. In a practice to get full attendance, if you attend all 11 markets, your deposit will be used for the payment for the final market of the season.
5. Vendor spaces will be assigned by the Ephraim Business Council. You will be notified of your location via email prior to the event. No vendor may switch location without approval of the Ephraim Business Council. Vendors who participated in the 2023 markets will be given first priority on location preference.
6. Please note that power and wi-fi will not be available for vendor use.

7. Set up time begins at 1:30pm the day of the market. The market will be located in the grass lots on the Red Putter property between the Red Putter and 10420 Water Street/Highway 42 in North Ephraim. Vendors may drive their cars up to their locations to unload. Please move cars back to the parking lots after unloading. All vehicles must be parked in the lots by 3:00pm. Parking along Highway 42 is prohibited.
8. Published vending hours are 3:30pm – 6:30pm. Please do not move vehicles into the market to tear down until the end of vending hours. If there is an emergency and you need to leave the market early, please contact Kelsey Stone at 920.421.4688.
9. Leave area free of trash and other debris at the end of the market. Please take all trash with you.
10. It is the responsibility of each vendor to manage all business transactions and collect applicable sales tax (note the Village of Ephraim has the Premium Resort Area Tax – PRAT, which is 0.5% paid as a pass through to the state).
11. It is recommended, but not required, that vendors have General Liability insurance.
12. Evenings in Ephraim Bondemarked is a family-oriented event. No weapons are allowed on the Red Putter’s property with or without a permit. All vendors are to conduct themselves in a positive, respectful manner, and avoid strong language and profanity.
13. No sale of alcohol is permitted by the Evenings in Ephraim Bondemarked vendors.
14. If severe weather is forecast for the day of the market, the Ephraim Business Council will make the decision of if the market will be cancelled by 11:00am that day. You will be notified via email and the notification will also be posted on the Ephraim Business Council’s Facebook page (“Ephraim – Door County, Wisconsin”).
15. The Ephraim Business Council reserves the right to refuse any vendor for any reason.

**Visit [www.Ephraim-DoorCounty.com](http://www.Ephraim-DoorCounty.com) for more on Ephraim and Evenings in Ephraim.**





## 2024 Bondemarked Vendor Application

### Vendor Information:

Applicant Name: \_\_\_\_\_

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

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

City, State, and Zip Code: \_\_\_\_\_

Email Address and Website: \_\_\_\_\_

Cell Phone Number: \_\_\_\_\_

Social Media Accounts: \_\_\_\_\_

Please check the category which applies to your goods:

- |                                   |                                      |                                      |                                       |
|-----------------------------------|--------------------------------------|--------------------------------------|---------------------------------------|
| <input type="checkbox"/> Ceramics | <input type="checkbox"/> Jewelry     | <input type="checkbox"/> Paper       | <input type="checkbox"/> Other: _____ |
| <input type="checkbox"/> Clothing | <input type="checkbox"/> Metal       | <input type="checkbox"/> Photography |                                       |
| <input type="checkbox"/> Food     | <input type="checkbox"/> Mixed Media | <input type="checkbox"/> Sculpture   |                                       |
| <input type="checkbox"/> Glass    | <input type="checkbox"/> Painting    | <input type="checkbox"/> Wood        |                                       |

The undersigned exhibitor hereby applies for vending space at the 2024 Evenings in Ephraim Bondemarked. The Ephraim Business Council and the Village of Ephraim will not be liable for property damage or personal injury to vendors, market-goers, or volunteers, which may occur on or about any part of the premises, regardless of how such injury or damage may have occurred. By signing this contract, vendors waive any claim against the Ephraim Business Council, the Village of Ephraim, or the Red Putter, and assume all liability of loss or damage during the market. In the event of moderate inclement weather or other circumstances beyond the control of the Ephraim Business Council and the Village of Ephraim, it is at the vendor's discretion if they would like to leave the market early and that day's market fees (\$25) will still be due. By signing this contract, I confirm that I have read the rules fully, understand my responsibilities, and agree to comply fully.

Signature \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

Questions? Please contact Ephraim Business Council's  
Marketing & Events Coordinator, Kelsey Stone, at [marketing@ephraim-doorcounty.com](mailto:marketing@ephraim-doorcounty.com)



## Village of Ephraim - Transient Merchant Registration Form

Applicant Name: \_\_\_\_\_

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

City, State, and Zip Code: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Representing (if representing self, please state "self"): \_\_\_\_\_

Address (if different from above): \_\_\_\_\_

City, State, and Zip Code: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Nature of Business Being Conducted: \_\_\_\_\_

Is the transient activity tied to an event: Evenings in Ephraim: Bondemarked

Desired date and location of operations: Mondays: June 17 – August 26, 2024

Vehicle (s):

Make: \_\_\_\_\_ Model: \_\_\_\_\_ License Plate: \_\_\_\_\_

Make: \_\_\_\_\_ Model: \_\_\_\_\_ License Plate: \_\_\_\_\_

Seller's Permit Number: \_\_\_\_\_

**APPEAL.** Any person denied registration may appeal the denial through the appeal procedure provided by ordinance or resolution of the Village Board or, if none has been adopted, under the provisions of §68.07 through §68.17, Wis. Stats.

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**FOR OFFICE USE ONLY**

\_\_\_ Proof of Identification Shown

\_\_\_ Fee Paid

\_\_\_ Investigation Conducted

Village Board discussed on \_\_\_\_\_ Approved \_\_\_\_\_ Denied \_\_\_\_\_

# Wisconsin Temporary Event Operator and Seller Information

Information on this form is required under sec. 73.03(38), Wis. Stats.

*Instructions on reverse side.*

E V E N T  O P E R A T O R	<p><b>PART A: Event Information: To be completed by the operator of the temporary event</b></p> <p>1. Name of Temporary Event _____</p> <p>2. Date(s) of Temporary Event _____</p> <p>3. Location of Temporary Event (e.g., Venue, City) _____</p> <p><b>PART B: Operator Information: To be completed by the operator of the temporary event</b></p> <p>1. Name and Address _____ _____</p> <p>2. Daytime Telephone Number ( _____ ) _____</p> <p>3. Email Address _____</p> <p>4. Wisconsin Tax Account Number _____ - _____ - _____</p> <p>If blank, check appropriate box:</p> <p><input type="checkbox"/> No Taxable Sales      <input type="checkbox"/> Exempt under Occasional Sales Rule      <input type="checkbox"/> Exempt Nonprofit Organization</p> <p><input type="checkbox"/> Other – Explain: _____</p>						
S E L L E R	<p><b>PART C: Seller Information: To be completed by seller and given to event operator on or before the first day of event.</b></p> <div style="border: 1px solid black; padding: 2px; text-align: center; margin-bottom: 10px;"> <b>THIS IS NOT AN APPLICATION FOR A WISCONSIN TAX ACCOUNT – SEE INSTRUCTIONS</b> </div> <p>1. Legal Name _____</p> <p>2. Business Name _____</p> <p>3. Address (Street or Route) _____</p> <p>4. City, State and Zip Code _____</p> <p>5. Home Telephone Number ( _____ ) _____</p> <p style="margin-left: 20px;">Business Telephone Number ( _____ ) _____</p> <p>6. Wisconsin Tax Account Number _____ - _____ - _____</p> <p>7. Social Security Number <b>X X X - X X -</b> _____</p> <p>8. Federal Identification Number (FEIN) <b>X X - X X X</b> _____</p> <p>9. Check one box indicating the type of activity you intend to engage in at this event:</p> <table style="width: 100%; border: none;"> <tr> <td><input type="checkbox"/> Selling Taxable Merchandise or Service</td> <td><input type="checkbox"/> Display Only</td> </tr> <tr> <td><input type="checkbox"/> Selling Exempt Merchandise or Service</td> <td><input type="checkbox"/> Exempt under Occasional Sales Rule</td> </tr> <tr> <td><input type="checkbox"/> Direct Sellers, Company Name _____</td> <td><input type="checkbox"/> Nonprofit Organization</td> </tr> </table>	<input type="checkbox"/> Selling Taxable Merchandise or Service	<input type="checkbox"/> Display Only	<input type="checkbox"/> Selling Exempt Merchandise or Service	<input type="checkbox"/> Exempt under Occasional Sales Rule	<input type="checkbox"/> Direct Sellers, Company Name _____	<input type="checkbox"/> Nonprofit Organization
<input type="checkbox"/> Selling Taxable Merchandise or Service	<input type="checkbox"/> Display Only						
<input type="checkbox"/> Selling Exempt Merchandise or Service	<input type="checkbox"/> Exempt under Occasional Sales Rule						
<input type="checkbox"/> Direct Sellers, Company Name _____	<input type="checkbox"/> Nonprofit Organization						

*I declare that the information on this form is true and correct to the best of my knowledge and belief and that I am authorized to sign this form.*

Print Name: \_\_\_\_\_

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

Information about temporary events, including forms, instructions and Common Questions can be found on the Department of Revenue's website at [revenue.wi.gov/html/temevent.html](http://revenue.wi.gov/html/temevent.html). If you have additional questions, please contact the Department of Revenue by email at [DORBusinessTax@revenue.wi.gov](mailto:DORBusinessTax@revenue.wi.gov) or telephone at (608) 266-2776. See reverse side for submission instructions.

**\*\* Do not email event reports to maintain confidentiality of seller information \*\***