

CITIZENS FOR OUR BRIDGE, INC.

311 PENNSYLVANIA STREET, STURGEON BAY WI 54235
920-743-5605

Steel Bridge Songfest Artist/Vendor Registration

2009 Registration Agreement

Business Name: _____ Phone: _____

Contact: _____ Fax: _____

Address: _____ E-mail: _____

City: _____ State: _____ Zip: _____

What are you selling **Be Specific:** _____

Donations are not refundable after June 7, 2009

(Note: there is a \$40.00 cancellation fee)

NOTE: we will accept a donation of a silent auction item, for our VIP fundraising event, in return for a reduction in the booth donation

10 x 10 Booth Donation:

10 x 10 Booth/Silent Auction Item Donation (donation item(s) must have a total value of \$50.00)

	Before May 11, 2009	After May 11, 2009
	\$100.00	\$100.00
	\$50.00	\$50.00

Booth Donation: or \$ _____

Booth/Silent Auction Item: \$ _____

Number of Booths: X _____

Sub-Total: \$ _____

Total Due: \$ _____

Make Check or Money Order Payable To:

Citizens for Our Bridge, Inc

Mail To: Citizens for Our Bridge, Inc

311 Pennsylvania St

Sturgeon Bay, WI 54235

Booth Assignments FAQ's

- All artwork must be original. Mass produced or commercial products are not allowed to be in the show
- Two-dimensional work must be appropriately matted, mounted and/or framed. All work exhibited by artists must be in the same media and of the same quality of that represented on the registration form
- All sales are conducted between the artist and purchaser. Artists/Vendor's are responsible for collecting and reporting Wisconsin sales tax
- Steel Bridge Songfest reserves the right to ask any exhibitor not complying with the rules and standards to leave the show
- Artists may not share booth space except in the case of artistic collaboration
- There are no guarantees regarding booth assignments, and the assigned booth spaces are subject to change

Necessary Permits

- **Temporary Events Operator and Seller Information Form**
 - See email attachment
 - <http://www.dor.state.wi.us/forms/sales/s-240.pdf>

Must be returned to Steel Bridge Songfest with registration by June 1, 2009.

- **Seller Permit Information and online application**

Steel Bridge Songfest participating artists are responsible for obtaining a State of Wisconsin Seller's permit and for collecting and paying Wisconsin state sales tax on all sales made during the Art Fair on the Square.

Please complete the seller's permit application ([Form BTR-101](#)) and send associated fees to the Wisconsin Department of Revenue as soon as possible.

Questions about the application can be directed to the Wisconsin Department of Revenue at (920) 832-2910 or tempevtprg@dor.state.wi.us.

If you are unsure about whether you need a Wisconsin Seller Permit, please contact the Wisconsin Department of Revenue at 920.832.2910 or tempevtprg@dor.state.wi.us.

Dates and Times

Day	Time	Description
Saturday, June 13	6:30 AM to 10:00 AM	Artist set-up – Note: all vehicles must be removed from the premises by 10:00 AM
Saturday, June 13	11:00 AM to 6:00 PM	Art Fair
Sunday, June 14	11:00 AM to 5:00 PM	Art Fair
Saturday, June 13	11:00 AM to 9:00 PM	Songfest Hours
Sunday, June 14	12:00 AM to 5:00 PM	Songfest Hours
Sunday, June 14	5:00 PM	Tear Down
You will receive set-up and tear down instructions at least a week before the Songfest		

**Indemnity Agreement – Please Read Carefully
MUST SIGN AND RETURN**

The Artist/Vendor shall indemnify and hold harmless Citizens for Our Bridge Inc., Steel Bridge Songfest, and The city of Sturgeon Bay, Wisconsin from any and all demands, expenses, fees, fines, penalties, suits, proceedings, actions, and causes of action of any and every kind and nature arising, or growing out of, or in any way connected with the artist's/vendor's participation in the Steel Bridge Songfest. It is mutually agreed that there shall be no change or modification of the contract except by written amendment signed by both parties here unto, their successors and assigns.

Agreement

I have read and understand the Steel Bridge Songfest rules and regulations, and I hereby agree to abide by these rules and regulations. I understand that if I do not comply, I and the organization or entity I represent, if any, will be excluded from future participation in Steel Bridge Songfest events, and will be subject to any and all other rights, claims, and remedies Steel Bridge Songfest entities may have or such failure.

Please sign and return this form with your registration,

Signature of Authorized Artist/Vendor Representative Date

Eric Leyendecker, Event Director Date
