



## *Lake Tomahawk Lions*

The Lake Tomahawk Lions Club would like to invite you to participate in their Annual Harvest Fest and 6th Annual Auto Show, on **Saturday, September 14, 2019**. Advertising will be extensive.

We seek a variety of quality vendors such as artisans, crafters, farmers/growers and producers as well as commercial/direct sales sellers. An area for farmers' market offerings is available. We have waived the \$30.00 admission fee.

Because we are a community based non-profit service organization, we are asking our vendors to contribute a monetary donation of their choice to reserve a space(s) at the event.

Our vendor application will be available online at [www.laketomahawkwi.org](http://www.laketomahawkwi.org), should you wish to refer any others who may be interested.

The money raised from this endeavor is used for many causes and accounts for approximately 50% of our annual income for charitable distributions to the public. Our donations are given to local, state and national efforts. They are directed at the vision and hearing impaired, developmentally disabled, the homeless, area food pantries, family and children's crisis situations, student scholarships and community needs as they arise.

Please join us this year!

**\*\*Display space for indoor non-tented vendors may be made available, if enough interest is shown.**

*As Director of the Harvest Fest event, the Lake Tomahawk Lions Club will sell multiple food and beverage items of their choice throughout the festival day.*

Sincerely,

*Pat Duncan*

Lion Pat Duncan

Vendor Liaison/Publicity

*Lake Tomahawk Lions Club  
P.O. Box 326 ~ Lake Tomahawk, WI 54529-0326*



# Lake Tomahawk Lions Harvest Fest

**Saturday, September 14, 2019**

**9:00 AM - 3:00 PM - Lake Tomahawk, WI**

**Snowshoe Baseball Park Set - Up Beginning at 6:00 AM**

## **Entry Fee – \*\*Donation to LT Lions Club**

**Artists/Crafters/Direct Sale Vendors: 12 ft. x 12 ft. area**

**Producer/Grower: 30 ft. x 60 ft. area**

**Additional Artist/Crafter/Commercial Direct Sales Vendor/Producer/Grower space(s):**

**Upon request, if space permits**

**No electricity available, generators are permitted.**

**RAIN OR SHINE-NO REFUNDS GIVEN**

## **Quick Facts**

- Crafters, direct sales vendors or selected sellers will be juried in order to protect the integrity of the show and enhance variety. Entries will be selected based on handmade quality, uniqueness and/or diversity of product. The number of similar crafts/vendors/selected sellers will be regulated.
- We are a non-profit community service organization. A **donation** to the Lake Tomahawk Lions Club is your **entry fee** for the festival. Please include this with your vendor contract as well as a business card if available.
- No acceptance notifications will be sent out, you will be notified if denied.
- Check in is required upon arrival. There is no early set up; you will be asked to remove your display.
- Vendors and crafters will receive their assigned space number after they have checked in with event staff.
- This event is held rain or shine. Ground conditions determine placement.
- **All vendors should come prepared for either a soft, grassy or blacktop surface.**
- Credit card billing via mobile card readers is **not** reliable in the park.

## Entry Deadline/ Requirements

- **Applications accepted until Tuesday, September 10, 2019.** Late entries will be considered if space allows.
- Early return of your applications is encouraged, as exhibitors will be accepted on a first come, first serve basis based on product and jury process.
- **NO REFUNDS** will be given, unless the Lions Board of Directors cancels the Festival or your entry is denied.
- **PHOTOS of handmade products are required.** Please send at least three photos of your original handmade work and the production process along with your application and payment. Photocopies of pictures are acceptable as long as process and quality are visible. If you make more than one type of craft, we require that you indicate that on your application and include photos representative of all the items, including the process. Any categories not indicated on the application sheet will be disallowed. *Actual photos will be returned only if you enclose a self addressed stamped envelope.*

## Wisconsin Seller's Permit

All participants must have a Wisconsin Seller's permit number and indicate number and license plate number on the application prior to acceptance of entry. To receive a Wisconsin Mobile Seller's Permit write to: **Wisconsin Department of Revenue, P.O. Box 8902 Madison, WI 53708, or call: (608) 266-2776.** If you do not have a seller's permit, your social security number must be on the application in order for the Lion's Organization to comply with state regulations.

## Handmade Products

The Lions Club restricts any art or craft not fully handmade by the artist/crafter that wishes to sell products at our shows. **Items that will not be accepted include: pre-purchased, imported, or mass-produced items.** Reproductions must be signed and numbered as to the size of the edition. Even though you are accepted into the Festival, the Show Manager will have full authority to disallow any exhibit that is felt to be mass produced or pre-purchased from a professional dealer or other source.

## Direct Sale Vendors

We are accepting direct sale vendors. Please include photos of your product(s) and information about your product with your application.

## Displays

- Harvest Fest Staff will assign site and monitor the set-up of all booths.
- **Participants must furnish their own tables, chairs, tents and any display materials.**
- All sale activities and displays must be confined to the limits of the craft/producer/grower/vendor booth size area.

- Spaces may not be sublet or shared without the consent of the Show Manager.
- Distribution of circular type materials will not be allowed unless submitted along with the application and approved by the jury board in advance.
- The Show Manager reserves the right to restrict exhibits which, because of noise, method of operation or materials for any reason, become objectionable, and also to prohibit or evict participants who may detract from the general character of Harvest Fest as a whole.

### **Applicable Sales Tax(s)**

- Collection of State and County (Oneida) sales tax (5.5 %) is the responsibility of each exhibitor.

### **Check In & Parking**

- Check in will begin at 6:00 AM on Saturday, September 14<sup>th</sup>, 2019 at the **Concession Stand** located on the Harvest Fest grounds.
- **BOOTH NUMBERS WILL BE ASSIGNED ON ARRIVAL**
- All booths should be ready for sales by the start of the event at 9AM.
- All vehicles must be removed from the festival area immediately after setting up. We will direct you to parking areas when you check in.
- Neither the LT Lions Club nor the Town of Lake Tomahawk is responsible for any parking tickets which may be issued during set up or on the day of the Harvest Fest.
- **NO OVERNIGHT CAMPING OR PARKING IS ALLOWED AT THE SITE.**

### **Clean-Up**

- No exhibits, tables or material may be removed before the Festival's advertised end time. Early dismantling may result in being denied participation in future Festivals. Upon disassembly of your craft/vendor booth, it is necessary to clean the entire area of your exhibit of all debris, packaging, etc.

**These regulations have been formulated for the best interests of all concerned. All points not covered are subject to the decision of the Lions Board of Directors and the Town of Lake Tomahawk.**

Please contact the Vendor Liaison if you have any questions:  
Lion Pat Duncan

Phone: (715) 499-1263

E-Mail: [duncan.pat95@yahoo.com](mailto:duncan.pat95@yahoo.com)



# Lake Tomahawk Lions Harvest Fest

**Saturday, September 14, 2019**

**9:00 a.m. - 3:00 p.m. - Lake Tomahawk, WI**

**Snow Shoe Baseball Park**

**Set-Up Beginning at 6:00 A.M.**

## Entry Fee

**Artisan/Crafter/Direct Sale Vendor: Donation for 12 ft. x 12 ft. area space**

**Producer/Grower: Donation for 30 ft. x 60 ft. area space**

**Additional space(s) as requested if available**

**\*\*No electricity available, generators are permitted**

**EVENT HELD RAIN OR SHINE – NO REFUNDS WILL BE GIVEN**

**Artisan/Crafter/Vendor**

12 Ft X 12 Ft

**Grower**

30 Ft x 60 Ft

**Producer**

30 Ft x 60 Ft

**\*(Please indicate size & number of spaces needed below)**

(PLEASE PRINT OR TYPE CLEARLY & COMPLETELY)

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

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

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

Phone # (daytime): \_\_\_\_\_ Email: \_\_\_\_\_

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

WI Seller's Permit No.: \_\_\_\_\_ If none: List Social Security No.: \_\_\_\_\_

Vehicle License Plate #: \_\_\_\_\_ State: \_\_\_\_\_ Make: \_\_\_\_\_

Handicapped Parking: Yes\_\_\_ No\_\_\_ Generator: Yes\_\_\_ No\_\_\_

Specify ALL crafts/artwork/product to be displayed & sold.

Three (3) photos must accompany application (start, midpoint, and final product) and each different type of craft/artwork/product must be shown in the photos.

**(12'x12' or 30'x60') All Spaces OUTSIDE**

	<b>#of Spaces</b>	<b>Donation \$ Enclosed</b>
Primary Space (size _____)	_____	
Subsequent Space (size _____)	_____	<b>Ck. #</b> _____

Special Requests: \_\_\_\_\_

I assume all responsibility for my exhibit and hereby release the LT Lions Club, the LT Lions and the Town of Lake Tomahawk, WI, from any claims of loss or damage of any kind, or any injuries on Town property. I have read the terms of the contract and I understand and agree to comply with the requirements and rules.

Signed: \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

**Mail to: Lake Tomahawk Lions Club, P.O. Box 336, Lake Tomahawk, WI 54539-0336**

*\*Please make a copy of this application for your records.*

### **For Club Use Only:**

Date \_\_\_\_\_ Recd. By \_\_\_\_\_ Check # \_\_\_\_\_ Amount \_\_\_\_\_ Reply \_\_\_\_\_