

Geneva Steam Convention Vendor Application 2018

March 9-11, 2018 Lake Lawn Resort
Delevan, WI

Company Name: _____

Company Contact Name: _____

Address: _____

City, State, Zip: _____

Phone: (____) _____ Cell: (____) _____

Email: _____

Website: _____

Tax ID/ Business Lisc#/ Non-Profit ID: _____

Referred By: _____

Vendor Requirements: Applications accepted until 2-23-18. Acceptance at Toad Productions discretion after said date. Limit is 2 booth spaces per business, any others will be decided upon by Toad Productions. Exhibitor must supply tables, cords, chairs, applicable signage. New vendors must supply a photograph of set up, products. Booth application must be submitted with deposit to be reviewed for compatibility. Mail app & deposit check payable to TOAD PRODUCTIONS to: 1364 Spring Valley Rd Burlington, WI 53105
ENTRY FEE OF \$50.00 MUST ACCOMPANY EACH ENTRY. NON – REFUNDABLE ONCE ACCEPTED.

Vendor Fees

Booth space (8ft X 8ft) = \$200 per space; max of 2

Table Space (4x 8ft) = \$100; max of 1

Table and 2 chairs = \$25 for the weekend

Power (110 volt) = \$25 for the weekend (optional); Please mark accordingly

*2 vendor passes are included with each booth or table space;
additional passes = \$10 each

Vendor Fee Work Sheet

Number of 8x8 booth spaces _____ X \$200 = \$ _____

Number of 4x8 table spaces _____ X \$100 = \$ _____

Extra Vendor Passes (2 incl. with ea space) _____ X \$10 = \$ _____

Is power needed? YES _____ NO _____

Power @ \$25 = \$ _____

Table and Chair rental @ \$25 = \$ _____

TOTAL: \$ _____

Toad Productions reserves the right to refuse any person or business. All times, dates, and locations are subject to change. Fees are non-refundable once accepted. If you have any issue you may contact Toad Productions at genevasteamcon@gmail.com or (262)271-8046

Please list items you wish to bring with pricing:

If you have more items than space above please use separate sheet.

Vendor Contract and Agreement:

1. Vendor shall submit the required fees in full by 02/23/2018 or their vending space may be forfeited. Vendor space may not be guaranteed after said date.
2. Vendor is required to be open on stated dates of operation for the duration of the event. Any Vendor who closes early will be subjected to a \$150 fine. If you need to leave your booth unattended to bathroom or food please let a vendor volunteer know so they can watch your booth. Vendor Volunteers are not responsible for any loss during that time. So please plan accordingly.
3. Vendor must post prices in a legible and visible manner. Vendor will only be allowed to sell items that have been approved in writing by Toad Productions.
4. SUBLEASING: Vendor may NOT sublease their space unless prearranged with Toad Productions in advance. Sublease in this context includes but is not limited to: renting, sharing donating or in any way allowing another company or person to display or advertise in a vendor's space.
5. INDEMNIFICATION: Vendor agrees, by accepting this agreement, regardless of coverage under any insurance policy, to pay all costs necessary to indemnify, defend and hold Toad Productions, its sponsors and/or promoters harmless from all claims, demands, losses actions attorney's fees, cost and expense based on or arising out of any acts, errors, omissions fault, or negligence of contractor or its principals, employees, subcontractors or other agents while performing services under this contract.
9. SALES TAX: Vendors are responsible for keeping track of all of their sales and paying current applicable Wisconsin State Sales Tax at the end of the festival. If you are forced to close by any government agency for failure to obtain any necessary permit and/or license, Toad Productions is not liable and will not refund any fees. Any questions should be directed to Wisconsin Department of Taxation. Wisconsin law requires that all vendors must pay sales tax on all goods sold in Wisconsin.
10. SECURITY: Security is provided (as a courtesy) for the vendors booth area. The Vendor room will be locked from time we close till we open again the next morning by the hotel. Toad Productions and Security company/persons will not be held liable or responsible for any loss, theft or damage.
11. All business activity must be conducted in the designated booth space. No distribution, canvassing, fliers or vending outside of the booth space.
12. NO animals allowed in the vendor room. Certified service animals are exempt.
13. When the vendor room closes for the night please unplug from all outlets, this is for the safety and security of the vendor room.
14. No entrance will be granted to anyone after the vendor room has been locked and closed for the night. Make sure you have all your belongings before vacating the area. Only Resort security will be allowed into the Vendor Room for security reasons once the doors are locked.
15. All times, locations, and events are subject to change.

Geneva Steam Convention March 9-11, 2018
Vendor Agreement and Payment Page

Submission of this application and payment of fee does not guarantee a booth space.

I have read this entire application and shall comply with all terms and conditions.

Business Name: _____

Name: _____

Date:

Signature: _____

Official use only:

Toad Productions Accepted Signature/ Date:

Booth #