



**COME CELEBRATE ALL THINGS BACON!**  
**September 18-19, 2021 | River Falls, Wisconsin**  
**Heritage Park – 232 W Maple St.**

## **MERCHANT VENDOR APPLICATION**

Brought to you by the River Falls Chamber of Commerce & Tourism Bureau, Bacon Bash celebrates all things bacon, complete with a variety of activities where young and old are invited to taste bacon-inspired dishes and partake in pig-themed activities including the popular pet parade, a variety of contests, arts and crafts fair, live music, and much more! "Foodies" who attend enjoy purchasing, tasting, and sharing bacon-inspired dishes from as many vendors as possible to fully experience the event.

### **Application Process**

A complete Vendor Application and supplemental items (noted below) must be received by **Tuesday, August 31<sup>st</sup>, 2021**. Incomplete applications will not be considered. The Chamber reserves the right to reject applications. Notification of acceptance or non-acceptance will be made to all applicants prior to the start of the craft fair. Fees are not refundable after acceptance. There is no rain date or refund in the event of cancellation. Applicants not selected will receive their original payment (checks preferred) back with written notification. Accepted applicants' checks will be deposited at that time. Checks returned due to non-sufficient funds will result in non-acceptance of the application and a returned check fee of \$50.00 to be charged to the applicant.

Please Note: This year's Bacon Bash Vendor Booths are for arts & crafts, handmade goods, and edible items. While not required, handcrafted items are preferred. In previous years, we have allowed professional service & retail business promotional booths. Instead, we invite these booths to join us for a new event coming to River Falls Days 2022. More information in coming months. Please feel free to reach out if you have any questions on booth eligibility.

### **For More Information**

Contact the Chamber at [info@rfchamber.com](mailto:info@rfchamber.com) or (715) 425-2533

## Rules & Regulations

- **SALES:** All sales to be processed by vendor. All vendors selling items must post their state sales tax identification number onsite. Wi-Fi is not available for payment processing; however, there will be an ATM in close proximity to the vendor area.  
*\*NOTE: a completed Wisconsin Temporary Event Operator and Seller Information form is required per sec. 73.03(3), Wis. Stats. and must be submitted with Application.*
- **HEALTH PERMIT:** If you are providing food and are not sure if you need a permit please call the Pierce County Health Department at (715) 273 – 6755 with questions.
- **INSURANCE:** Vendors are responsible for obtaining general liability insurance and must submit a Certificate of Insurance with their Application, naming River Falls Chamber of Commerce & Tourism Bureau as additional insured.
- **BOOTH:** Vendors must supply own tent and/or awning with weights, table(s), chair(s), banner(s), and other supplies in compliance with fire safety requirements. It is the vendor's responsibility to provide, assemble, and disassemble booth while ensuring safety to the public during set-up, operation, and tear-down.
- **SET UP:** Vendor set-up is Saturday, September 14<sup>th</sup>, 8:00-9:30AM. No vehicles will be permitted within festival grounds after 9:30AM. Parking will be communicated at this time. Restocking will be allowed outside of event hours. Vendors must be fully set up and operational by 10:00AM on Saturday and Sunday. Vendors must exhibit both days in order to minimize disruption in the marketplace.
- **SIGNAGE:** Vendors to prominently display their own signage within their space.
- **STAFFING:** Vendors are required to have a minimum of one person staffing their space at all times during craft fair hours which are **Saturday, 10AM – 6PM, and Sunday 10AM – 4PM**. Vendors are responsible for ensuring all event rules and guidelines are communicated and adhered to by staff members.
- **SECURITY:** Area will be patrolled, but valuables are left at your own discretion. Chamber is not responsible for lost or stolen items.
- **GARBAGE:** Vendors are responsible for their own garbage/recycling receptacles and liners. The event will provide dumpsters in a designated area, but Vendor is responsible to transport garbage. All vendors are required to clean their area at the end of the festival.
- **BREAKDOWN:** Vendors are not permitted to begin breaking down their space until the official closing time of the festival, Sunday at 4PM. Vehicle traffic may resume on the festival grounds for break down only after event security has cleared the grounds of guests and deems it safe for vehicle traffic. Breakdown must be fully completed by 10PM Sunday.

# Bacon Bash Merchant Vendor Application 2021

## Vendor Contact Information

Company/Organization Name: \_\_\_\_\_

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

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

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Website: \_\_\_\_\_ Facebook Page: \_\_\_\_\_

Insurance Provider & Policy #: \_\_\_\_\_

## Space and Fees

### VENDING SPACE

10' x 10' Space \$100

10' x 20' Space \$200

Electrical service is not available. No portable generators allowed.

## Item(s) To Be Sold or Promoted

Provide a detailed description of item(s) that will be sold in your vending space. Items must be hand-crafted. This application will be reviewed by a selection committee with vendors chosen based on the merits of this information, so be as descriptive as possible. Additional literature and/or examples of prior vending experience are welcome.

ITEM(S) TO BE SOLD OR PROMOTED

## Remittance Checklist – APPLICATION WILL NOT BE CONSIDERED UNTIL ALL REQUIRED INFORMATION HAS BEEN RECEIVED BY THE CHAMBER:

- Completed Application Form including description and photo of item(s) being sold
- Completed Wisconsin Temporary Event Operator and Seller Information (S240 Form)
- Certificate of Liability Insurance
- Check payable to River Falls Chamber of Commerce for booth fee
- Mail all items to River Falls Chamber of Commerce at 215 W. Maple Street, River Falls, WI 54022

**Waiver of Liability**

In consideration of your accepting this entry I, the undersigned intending to be legally bound, hereby for myself, my heirs, executors, and administrators waive any and all rights and claims for damages I may have against the River Falls Chamber of Commerce and Tourism Bureau and the City of River Falls and their representatives, volunteers, successors, and assigns for any and all damages suffered by myself or my team at the event. Further, I grant full permission to the River Falls Chamber of Commerce and Tourism Bureau and/or other agents authorized by them to use photographs, videotapes, recording or other records of this event for legitimate reasons. I agree to abide by the rules and regulations of the Bacon Bash and have enclosed all required items. Acceptance of this Application constitutes a binding contract. Application is not a guarantee of acceptance.

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

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

**Chamber use only:** Date Received: \_\_\_\_\_ Check #: \_\_\_\_\_ Staff Initials: \_\_\_\_\_