

Warrens Cranberry Festival Farm Market Application 2023  
September 22-24, 2023

The festival is in Warrens WI, 8 miles north of Tomah on I-94 at exit 135 between Madison and Eau Claire. Hotels fill up fast, so make your reservation early. Camping is available. You may find information on our website at [www.cranfest.com](http://www.cranfest.com) or send a self-addressed stamped envelope and a festival brochure will be sent to you.

**GENERAL INFORMATION/RULES:**

- Show hours are from 7:00 am until 5:00 pm. All three days.
- Vendors must have their booths open and staffed the entire time. Failure to do so will mean you are not invited back.
- Booth measurements are by frontage length only unless you sell from more than one side. Please remember to include trailer hitches and bumpers. Additional space is not available if you measure incorrectly.
- Unless you request it and special allowances are made, you probably will not be able to get your vehicle out each night. Vehicles are parked bumper to bumper so plan accordingly.
- Booth prices are \$12.00 frontage space or all selling sides depending on location.
- Garbage should be placed in proper bags and placed near garbage receptacles. If you bring cardboard in take it back with you.
- You must stay in your booth space (lines). No displays/wares are allowed outside of the lines.
- You may only have one booth per area.
- The festival provides no tables, chairs, display equipment etc.
- Booth depth depends on location area.
- The festival is set up in a village, so ground may not be level. Be prepared to compensate in regard to displays and items.
- You may set up any time from the Sunday prior to the festival until Friday morning at 6:45am No parked cars can be on the "Farm market" streets after 6:45am during the festival. This is one of the main entrances to the festival and parked cars cause a danger to customers.
- ***DURING SETUP:*** Remember that you are not the only vendor. Please do not block the streets AND **do not leave your vehicle parked on the main streets after you have unloaded it.** Move it to a designated parking area and allow others the chance to unload.
- **You MUST tape your vendor sticker to the inside of your vehicle (driver's side). This for use in case of emergency, or if you need to move your vehicle.**
- If you are in booths #1-10: Please limit the number of vehicles behind your booth in consideration of other vendors behind your booth.
- No hawking is allowed. There are no exceptions to this rule.
- No vendors are allowed their own golf cart in the farm market.
- No generators or music is allowed unless approved before the festival.
- Booths may not be sublet under any circumstances unless approved by the festival.
- No pets or alcohol are allowed in your booth during festival hours. Please clean up after your pets.
- Cranfest does NOT provide electricity.
- **THIS IS AN OUTDOOR SHOW AND THE FESTIVAL GOES ON RAIN OR SHINE.**
- Watch the weather and be aware of possible winds/storms. Have a plan for keeping your merchandise dry and safe.
- If there are problems with another vendor, contact Cranfest staff and let them take care of it.
- If you have issues during set up, watch for Cranfest staff on the grounds. They will be able to answer many questions or get in touch with the farm market committee.

**APPLICATION RULES:**

- You must have your own liability insurance. A copy of your insurance must be received by our office no later than 3 weeks before the festival. If you do not have insurance, many vendors were able to obtain a reasonably priced policy from Stratus Ins 1-844-520-6991 or [www.actinspro.com](http://www.actinspro.com)
- You must have a valid Wisconsin Sales Tax permit. Vendors are responsible for collecting and paying sales tax, if applicable. (Wisconsin Sales Tax Office 1-608-266-2776.) **You must fill out Part C – Vendor Information form at the bottom of the page before you are accepted to the show. Send with your application.**
- Vendors that were here in 2022 will get first consideration, but your same booth space will only be held until the mailing deadline. After that deadline, all applications will be considered in order of receipt.
- You are renting a space only. Booths may be shifted/moved due to circumstances. Effort will be made to keep as close to the same spot as possible.
- We reserve the right to accept or reject any booth or merchandise.
- All items sold and displayed must be juried and approved.
- All items must show good taste and be family appropriate. No illegal merchandise is allowed
- You will be notified by mail if you have been accepted to participate in our show. Your cancelled check is your receipt.
- Your booth packet containing booth number, wristbands and any additional information will be in the mail to you by September 1, 2023.
- **REFUNDS:** Your cancelled check is your receipt. An accepted application is a commitment to participate in the event and there are No Refunds on cancellations for any reason.
- If you are not in your booth by 8:00 am on Friday (opening day) and have not contacted our office at 608-378-4200 to notify us of problems or an emergency, you will be considered a “No show” and will not be given a refund or invited back to the festival.
- **If you are planning on selling any type of “commercial-non prepackaged food”, please contact the office and explain. You might be required, by law to fill out a commercial food application and follow those rules also.**

All questions should be addressed to the Warrens Cranberry Festival office at:  
 Phone 608-378-4200 - Fax: 608-378-4250 - Email: [cranfest@cranfest.com](mailto:cranfest@cranfest.com)  
 The office will get your message to me and I will answer as soon as possible.

### Part C: Vendor Information

If the vendor does not have a Wisconsin seller permit number and claims their sales are tax exempt, enter the exemption code number provided by the vendor.

- 1 - Exempt sales only or display only
- 2 - Multi-level marketing company pays sales tax
- 3 - Nonprofit occasional sales exemption
- 4 - Exempt occasional sales

Wisconsin Seller's Permit Number (15 digits starting with 456) 456- -		SSN (last 4 digits)	FEIN (last 4 digits)	Exemption Code
Legal Business Name (if not sole proprietor)		Doing Business As (DBA) Name (if applicable)		
Vendor/Contact Name (Last)	Vendor/Contact Name (First)	Vendor Phone Number		
Mailing Address		Email Address		
City	State	Zip	Multi-Level Marketing Company (if claiming Code 2 above)	

**NEW:** Part C needs to be included with your application and filled out completely to participate in the show. This is a new requirement from the Wisconsin Department of Revenue. We thank you for your participation.  
 Please print so it is legible.

Farm Market Contract 2023

**Must be mailed/postmarked by August 1, 2023!**

Mail to: Warrens Cranberry Festival  
P. O. Box 146  
Warrens, WI 54666 email: cranfest@cranfest.com

Phone: 608-378-4200  
Fax: 608-378-4250

Please print:

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

Mailing address: \_\_\_\_\_

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

Phone: ( ) \_\_\_\_\_ Cell phone: ( ) \_\_\_\_\_

Emergency number (to be used if there is a problem and you cannot be reached) ( ) \_\_\_\_\_

Email: \_\_\_\_\_ Website: \_\_\_\_\_

Same area as 2022? \_\_\_\_\_ (y/n) must get out at night? \_\_\_\_\_ (y/n)

Costs:

**June – August 1** -\$12.00 per foot (Bumper to bumper, or all selling sides) How many feet? \_\_\_\_\_ Fee:

**August 2<sup>nd</sup> – September 23<sup>rd</sup>** \$15.00 per foot \_\_\_\_\_

Amount of check enclosed: \_\_\_\_\_

Please enclose with check and contract, copies of the following:

**Proof of Insurance**

Copy of sales tax permit (unless you are not required to have one) Permit # \_\_\_\_\_ Not required? Explain here: \_\_\_\_\_

Describe the farm related items or produce sold. Do not have to be detailed, just general descriptions. Remember if you do not list the product, you may be placed near someone selling the same item.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Any special requests?

\_\_\_\_\_

**IF YOU ARE NOT PRESENT ALL THREE DAYS OF THE FESTIVAL OR IF YOU LEAVE EARLY, YOU WILL NOT BE INVITED BACK.**

NO HAWKING WILL BE ALLOWED. STAY IN YOUR BOOTH.

By signing this you agree to abide by all rules and regulations set up by the Warrens Cranberry Festival and Farm Market Committee, including but not limited to selling any pornographic or illegal items or to have open alcoholic beverages in your booth during show hours.

\_\_\_\_\_ Date \_\_\_\_\_

(Signature)

Any additional information or requests can be made on a separate sheet of paper and sent in with this contract.

FARM MARKET