SCIO Farmers Market

2025 Summer Market Application

CRAFT APPLICATION

Contact Information

Last Name: _____ First Name: _____

Business Name: _____

Address: _____

City: _____ Zip: _____

Cell/Phone: _____ Email:_____

Website: _____

Facebook: _____

Vehicle Make/Model:_____ License Plate #:_____

Craft vendor spaces are limited! Choose up to as many as **six** dates that you are interested in attending the market; we will do our best to accommodate your preferred date requests and will inform you of any additional openings throughout the season, as they occur. Spaces are approximately 10' x 16' and are assigned on a daily basis. Questions can be directed to SCIO Farmers Market Staff at fm@sheboygancountyinterfaith.org or 920.226.9159.

Preferred dates: 1._____ 2. _____ 3. _____ 4. _____ 5. _____ 6. _____

Please provide a detailed product listing of the product you will be selling at the market.

*All crafts **must** be handcrafted by the vendor. Nothing commercial will be allowed.* *

_____   _____
_____   _____
_____   _____
_____   _____
_____   _____
_____   _____
_____

Set Up & Vending Policies

- Upon arrival at the market, please check in with the market coordinator at the SCIO Farmers Market info tent. Payment is expected upon arrival. Daily craft fee is: $30 ($25 for space; $5 transient fee to city).
- Once payment is received, a space will be assigned for that day. *Space assignments change daily*.
- All vendors must be set up by the market start time and stay for the entire market duration.
  Sheboygan Market Hours: Wednesdays**: 8am - 1pm**   Saturdays**: 8am - 1pm**
- Vendors will be allowed to drive up on the north and south sidewalks to unload and then exit onto Ontario Ave. Vehicles must exit the park by 7:45am; vehicles will not be allowed to enter the park again until the market is finished at 1:05pm. **No driving on the grass.**
- Vendors are responsible for their own tables, chairs and canopies. SCIO will not be responsible for any lost, stolen, or broken merchandise.
- Vendors are responsible for collecting, reporting and paying sales tax.
- The Market is a place of business and public gathering; polite, professional behavior, as well as fair and honest business practices, are expected.
- Any form of discrimination based on age, race, sex, sexual orientation, gender identity, religion, national or ethnic origin, political beliefs, veteran status, disability or any other category protected by state or federal law is contrary to the principles and policies of SCIO.
- Due to **City regulations**, dogs and other animals are only allowed on the outside perimeter sidewalks of Fountain Park.

Waiver

The undersigned agrees to become a participating vendor at the Sheboygan Farmers Market at Fountain Park on 8th Street, Sheboygan, WI for the term of specified days. By signing this contract I agree to the following terms and conditions:

- I, the Vendor, agree to indemnify and hold harmless Sheboygan County Interfaith Organization, its employees, volunteers and sponsors, from any and all causes of action which may arise from the operation of this Farmers Market, not caused by negligence of Sheboygan County Interfaith Organization, its employees, volunteers, and sponsors.
- I, the Vendor, release SCIO and the City of Sheboygan from any liability whatsoever for theft, damage, injury, litigation, prosecution, illegal sales, practices or loss of any kind associated with the Farmers Market.
- I, the Vendor, will not sell or hand out any items that are against the Farmers Market objectives or rules.
- I, the Vendor, understand that any violation of these rules can lead to me being asked to leave and forfeit any use of this space for the rest of the season.
- I, the Vendor, grant SCIO all rights, title and interest in any and all photographic images and/or video and/or audio recordings made by SCIO during the Farmers Market for any purpose whatsoever, commercial or otherwise, without compensation to me.
- I, the Vendor, grant SCIO permission to use any photos, videotape, etc. taken of me in any and all publicity and advertising promoting SCIO or the Market.
- By submitting this application, I acknowledge that the Rules & Regulations have been read and understood, and I will abide by the terms as presented.

Signature: _____ Date: _____

Printed Name: _____

Applications will continue to be accepted all season

Form S-240

Temporary event operators (Farmers Market Coordinator) must complete and submit Form S-240 with information about each event vendor to the Department of Revenue (DOR) within 10 business days after the close of the event.

Temporary event (Farmers Market) **vendors** must have a Wisconsin seller's permit unless their sales are exempt from sales and use tax. (see exemptions below)

• **Wisconsin Seller's Permit Number**: A Wisconsin seller's permit number has 15 digits and begins with 456 (456-xxxxxxxxxx-xx). Sellers may apply for a Wisconsin seller's permit at tap.revenue.wi.gov/btr.
• **SSN and FEIN:** The last 4 digits of the SSN are required. If the vendor has a FEIN, enter both numbers.
• **Exemption Code**: If the vendor claims an exemption from collecting and remitting sales tax, enter the exemption code number. Exemptions are limited to the following four reasons:

  1. **Exempt sales only or display only:** Exempt sales refers to nontaxable sales (food and produce) Display only refers to a vendor advertising goods and services but not selling merchandise.

  2. **Multi-level marketing (MLM) company pays sales tax:** Multi-level marketing companies are those companies that sell their products through distributors. The department regards the multi-level marketing company as a retailer required to remit sales tax on sales to its distributors. Distributors for such companies may use this exemption code if the distributor only sells products for which the multi-level marketing company has already collected and remitted Wisconsin sales tax on the retail sales price of the products. (not typically in attendance at the market)

  3. **Nonprofit occasional sales exemption:** Sales by nonprofit organizations may qualify for exemption from Wisconsin sales and use tax. Refer to Fact Sheet 2106 or Publication 206, Sales Tax Exemption for Nonprofit Organizations, for more information.

  4. **Occasional sales exemptions**: A person is not required to hold a Wisconsin seller's permit if the person's taxable sales are less than $2,000 in a calendar year. Refer to Publication 228, Temporary Events, for more information.

Last Name:_____ First Name:_____

Business Name: _____

WI Seller's Permit # 456 - __ __ __ __ __ __ __ __ __ __ - __ __

SSN: __ __ __ __

FEIN: __ __ __ __

Exemption Code: __