

**HolidayFest Arts and Crafts Fair**  
**Warner Park Community Recreation Center**  
**Saturday, December 7, 2024 | 9:00 am – 3:00 pm**  
**[www.cityofmadison.com/parks/wpcrc](http://www.cityofmadison.com/parks/wpcrc)**

**APPLICATION CHECKLIST:**

- ENCLOSE THREE PHOTOS OR COPY OF PHOTOS FOR YOUR CRAFT, REQUIRED EVERY TIME FOR JURY SELECTION. **NO PHOTOS, NO ENTRY**
- ENCLOSE PAYMENT CHECK, CASH, OR CREDIT CARD ACCEPTED (**CHECKS PAYABLE TO: CITY TREASURER**)
- CALL IN ADVANCE TO VERIFY WE HAVE TABLES/ELECTRICITY AVAILABLE **(608) 245-3669**
- EMAIL **FINISHED** APPLICATION MATERIALS TO [cabarca@cityofmadison.com](mailto:cabarca@cityofmadison.com)

**APPLICATION FORM (REQUIRED INFORMATION):**

NAME OF CONTACT: \_\_\_\_\_

BUSINESS NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

EMAIL (REQUIRED): \_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_

WI SELLER'S PERMIT #: 456- \_\_\_\_\_

IF NO PERMIT, LAST FOUR OF SSN #: \_\_\_\_\_ \*OR EXEMPTION CODE BELOW: \_\_\_\_\_

\*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**

NUMBER OF SPACES REQUESTED: (MAX 2)

**\$70.00 each** \_\_\_\_\_ (INCLUDES TAX & VENDOR PERMIT, CITY ORDINANCE 8.17 (6))

NUMBER OF TABLES REQUESTED:

**\$5.00 each** \_\_\_\_\_ (MAX 2 PER SPACE, CALL TO VERIFY AVAILABILITY)

ELECTRICITY REQUESTED:

**\$5.00** \_\_\_\_\_ (CALL TO VERIFY AVAILABILITY)

TOTAL PAYMENT DUE: \_\_\_\_\_

CHARGE MY CREDIT CARD #: \_\_\_\_\_ EXP. DATE: \_\_\_\_\_ BILLING ZIP CODE: \_\_\_\_\_

SIGNATURE FOR CHARGE: \_\_\_\_\_

PARTICIPANT AGREEMENT: The undersigned agrees to abide by the rules and regulations set by the WPCRC for this event. The undersigned agrees to assume full responsibility for and hold the WPCRC, its agents, servants, employees and volunteers harmless from any legal liability, injury or damage to the persons, property of the applicants, its members and/or guests and to assume full responsibility for any damage to WPCRC owned or leased property or persons in connection with the use of the WPCRC owned or leased facilities for activities and programs.

SIGNATURE FOR AGREEMENT ABOVE: \_\_\_\_\_