



## **Market Place – 2025 Vendor Information**

Celebrate Plover will be held Friday, July 25 and Saturday, July 26. This family event is held at the beautifully renovated Lake Pacawa Park in Plover. Events for the Friday evening addition will include a 5K run/walk, musical entertainment, a car show, and more. Activities for Saturday include Taste of Plover, Business Expo, musical entertainment, FREE youth activities, and Wisconsin's best choreographed fireworks show.

You are invited to be an exhibitor in ***Celebrate Plover's Market Place***. This venue allows vendors to sell arts/crafts, antiques, flea-market wares, and home-based direct sales. **Market Place will be held on Saturday, July 26 from 10:00 am to 6:00 pm**, with vendors having the option to open earlier and/or stay later. Later hours allow for increased shopping time for spectators coming to the park for evening events.

To register, please **thoroughly read the attached Show Details** and complete the Vendor Contract.

***Home-based direct sales / home party business exhibitors:*** If you were an exhibitor at the 2024 event, a booth space will be held for your business until **May 1**. If application not received by May 1, the space will be available to another dealer from your business line.

All proceeds from Celebrate Plover are used to offset future event costs and park renovations for this fun-filled, family-oriented community event.

We look forward to you joining us at Celebrate Plover 2025.

Questions: Contact DeeAnn Donahue  
phone/text: (715) 498-5443 or email: [d.donahue@charter.net](mailto:d.donahue@charter.net)

## Market Place - Show Details

**Exhibitor is subject to the following rules set forth by Celebrate Plover (CP).**

- Location:** 1831 Maple Dr, Plover - Lake Pacawa Park, Plover, WI
- Date & Hours:** Saturday, July 26, 2024. 10:00 am to 6:00 pm. May start earlier and/or stay later. **No early teardowns.**
- Set Up:** Friday, July 25 TBD or starting at 7:30 am on Saturday. **No vehicle traffic allowed in park after 9 am Saturday.** Unload vehicle and move to parking area to keep aisles clear, then come back to set up. **Do NOT leave vehicle blocking aisle while setting up booth.**
- Security:** Security provided from 9:00 pm Friday until 5:00 am Saturday.
- Exhibit Details:** Booth space is 12' x 12' grass surface. NO electricity available. CP will attempt to honor exhibitor requests but reserves the right to assign best space should choice not be available. Park layout subject to change without notice. Exhibitor supplies own canopy/tent, tables, chairs, etc. Canopy/tent should be secured with weights—**NO STAKING**. Refrigerated/freezer trailers available for storage if necessary. Wifi available.
- Display:** The following items are prohibited: weapons, firearms, explosives, other dangerous items, alcohol, tobacco, drugs, drug paraphernalia, hate items, illegal items, pornography/mature content, and items that promote/ support/glorify violence.
- Payment:** Cost per booth space is \$75. Payment in full **MUST** accompany application. NO refunds given for cancellations 1 week prior to event. **Checks payable to: Celebrate Plover Foundation.** Application can be emailed to **d.donahue@charter.net** or mailed to **Celebrate Plover Foundation, PO Box 37, Plover, WI 54467.** *All returned or NSF checks are subject to \$35 processing fee.* If CP cancels event, monies will be refunded.
- Seller Form:** WI state regulations requires seller's permit and social security/FEIN number (last 4 digits) for every individual or business selling at event. Complete this information on application.
- Booth Care:** Exhibitor shall surrender space in same condition as given. Trash, boxes, packaging waste, etc. should be deposited in trash bins located throughout park (not set next to). For larger items, dumpsters are available.
- Teardown:** **NO early teardowns permitted.** Market Place closes at 6 pm on Saturday, exhibitor may stay later. Items should be ready to load prior to bringing vehicle to booth space.
- NO Pets:** **No pets allowed in park.**
- Parking:** Limited parking in vendor lot available on FCFS basis. Once full, vendor may park in general parking lots. Limited trailer parking available. **Wheeled conveyances are recommended for transporting items.**
- Advertising:** Event advertised in local print media, radio, flyers, and social media.
- Taxes/License:** Exhibitor responsible for obtaining licenses, permits or approvals required under local or state law applicable to event. Exhibitor responsible for obtaining tax ID numbers and paying all taxes, license fees or other charges that become due to any governmental authority in connection with event.
- Insurance:** Neither CP, nor its sponsors or representatives, will be responsible for any injury, loss or damage that may occur to the exhibitor or property from any cause whatsoever, prior, during or subsequent to the period covered by the exhibit contract. Exhibitor signing the contract expressly releases CP from any and all claims and all loss, damage, or injury whatsoever. Exhibitor is advised to carry insurance for loss and public liability. Exhibitor is charged with knowledge of all applicable local laws, ordinances and regulations.



## Market Place – 2025 Vendor Contract

**WI Seller's Permit Information:** WI Dept of Revenue laws apply. Every vendor is required to supply a seller's permit number starting with 456 (no other prefix is valid) **UNLESS** exemption code applies, as well as, the last 4 digits of their SSN and FEIN (if applicable). WDR imposes fines for inaccurate/incomplete information. CP will not accept vendors who fail to provide all required information.

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

Business Name: \_\_\_\_\_

Direct Sale/Home Party company: \_\_\_\_\_

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

Phone (Cell): (\_\_\_\_\_) - \_\_\_\_\_ E-mail: \_\_\_\_\_

**Seller Permit #:** 456-\_\_\_\_\_

**Exempt codes:** 1 – Exempt sales only or display only 2 – Multi-level mkting-company pays tax  
(circle if applicable) 3 – Non-profit (occasional sales) 4 – Exempt (occasional sales)

**SSN (last 4 digits):** \_\_\_\_\_ **FEIN (last 4 digits):** \_\_\_\_\_

Describe products to be sold: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Number of Booths @ \$75 each: \_\_\_\_\_ Total Due: \$ \_\_\_\_\_

**Method of payment:** Online \_\_\_\_\_ Check/money order enclosed \_\_\_\_\_ Cash in person \_\_\_\_\_  
(select one option)

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

**Stay later than 6 pm:** YES NO  
(circle answer)

**Have a trailer:** YES NO length: \_\_\_\_\_ft  
(circle answer)

### Payment and Application Submittal – online/e-mail preferred but combination acceptable

#### Online (preferred)

#### **Send application to:**

Email: d.donahue@charter.net

Online invoice link will be sent

PO Box 37, Plover, WI 54467

#### Mail

(check or money order; online available)

Celebrate Plover Foundation, Inc.

PO Box 37

Plover, WI 54467

(715) 345-5250

#### In Person

(check, money order, cash)

Village of Plover

2400 Post Road

Plover, WI 54467

www.celebrateplover.com

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