

Tallman Festival *Sunday August 7, 2011*

Vendor Entry Form

Act Before May 30, 2011

to ensure your booth
location and be eligible
for a
FREE
booth drawing!

**LOW
Booth Rate**

Commission Free

Wisconsin's Oldest Fine Arts Event

Enjoy A Little Taste of Janesville

Location: Held on the beautiful Lincoln - Tallman House grounds, the last remaining private residence where Lincoln slept in Wisconsin. The grounds encompass several structures including the offices of the Rock County Historical Society. The campus is on Janesville's north west side adjacent to Mercy Hospital.

Entry & Fees: To enter, submit entry form, an example of your menu or product, recent vending background, and check made payable to RCHS for \$60.00. Standard booth size is 10'x10'. Contact RCHS if additional room is needed. Your business will be part of the multi media marketing campaign for the event. The entry fee is non-refundable upon acceptance. No sales commissions charged.

Marketing: Event advertising will include Billboard, Radio, and Print. Expose your business and product to thousands of local and regional patrons.

Awards: A people's choice booth ribbon will be awarded for favorite food vendor. Award will be presented Sunday, and published in the Janesville Gazette.

Silent Auction: Please contribute one item (coupons, gift certificates etc.) to the silent auction the day of the festival.

Hospitality: Grounds open for setup at 6:30 am. Complimentary water and muffins will be served to artists from 8 to 10:00 am. Booth-sitters will be available and old water will be delivered to artists throughout the event. The campus is open to the public from 10:00 am until 5:00 pm when load out can begin.

Wisconsin Sales Tax: Each vendor is responsible for the collection and payment of 5.5% Wisconsin State and County Sales Tax. Seller's permit tax numbers will be reported to the state as required by law.

Cancellation Policy: Acceptance to the Tallman Festival, is considered a commitment to exhibit. YOUR FEE WILL NOT BE REFUNDED IN THE EVENT YOU DO NOT ATTEND OR CANCEL.

Liability: RCHS should exercise all reasonable precautions. However, vendors shall indemnify and hold harmless the Rock County Historical Society, its Board of Trustees, staff, and volunteers; sponsors; and the City of Janesville against any and all loss or damage to property.

Power Supply: Electricity is extremely limited on the Tallman Campus, notify RCHS if it is required.

Agreement: Submission of entry indicates acceptance of conditions here set forth.

Important Dates: Vendors will be notified of acceptance no later than June 30, 2011

Event Entry Form

Name - Last, First

Business Name

Street Address

City, State, Zip

Telephone Number

Email Address

WI Sellers Permit Number / SS #

Vehicle License Plate Number

Exhibit space size request / Location Request / previous Booth #

Master Card or Visa # and Expiration Date (if not paying by check)

Signature and Date

(Every effort will be made to accommodate requests, however, booth locations and sizes cannot be guaranteed.)

Send this entry form with credit card information or check payable to RCHS.

\$60.00

Sample Menu

Brief Background

Enter Now !

On Line: www.tallmanfestival.org

Stop By: 426 North Jackson Street

Mail To: The Tallman Festival
Rock County Historical Society
P.O. Box 8096
Janesville, WI 53547-8096

Questions: 608-756-4509

608-741-9596 Fax