



2024 Artist/Vendor Application

Nestled in Coachlight Square, the 4th Annual Christkindl Market brings to Brown County a traditional European holiday market full of unique and one-of-a-kind gifts, family friendly entertainment and Christmas spirit.

Building on our previous years, this year's Christkindl Market will have festively decorated booths, live music, food and drink, Santa and Mrs. Claus and a traditional Christkindl Market Angel, along with participation from local businesses, restaurants, artists, and performers.

The Christkindl Market will take place Saturday – Sunday, December 7-8, 2024.

Saturday, December 7: 10am – 6pm

Sunday, December 8: 10am – 4pm

****Must commit to all days and stay open during the entire Market hours.***

Print or type information clearly and submit to:

browncountychristkindl@gmail.com

Applications are accepted until 8/1/24. No late submissions will be accepted.



B R O W N C O U N T Y

christkindl

M A R K E T

Vendor Information

Primary Vendor Contact Name (one name only)

Name of Business (if applicable)

Mailing Address

City _____ State _____ Zip _____ County _____

Primary phone () _____ Mobile Phone () _____

Email



B R O W N C O U N T Y

christkindl

M A R K E T

Product Information

Being a Christkindl Market, most people will be shopping for holiday gifts for family and friends. We encourage you to reflect that in your product offerings and price points.

Please indicate all item(s) you would like to sell at the Market this year.

____ Artisan hand-made in Brown County

____ Artisan hand-made elsewhere. Indicate where made_____

Describe products to be sold ***(include at least 3 pictures of product(s) and prior booth set-ups as this is required before you will be considered)***:

Price Points:

Electrical:

Booths will be provided with a single 110 outlet and a single inside booth light. For Artists, this is to power your POS system only.

For food/beverage vendors, please specify your needs and, if selected, the Market will work with you on specific power needs. If you are not sure, please specify what you plan to plug in. If a Food Truck, please utilize a self-contained generator as you would for any festival.

Outline your electrical needs below:



B R O W N C O U N T Y

christkindl

M A R K E T

Booth Size:

10' X 10' is our standard booth size. We will have a limited availability of 10' x 20' which will be allocated on first come first approved. Meaning, for the artists/vendors selected to participate, those that get their application in first with a 10' x 20' request will be honored first.

_____ 10' x 10' Booth - \$250 for the two days

_____ 10' x 20' Booth - \$400 for the two days

By submitting this application, you agree to accommodate a 10' x 10' booth if a 10' x 20' is not available. Booth fees are due upon acceptance notification but no later than 9/6/24.

Marketing & Promotion

Website:

Facebook/Instagram Link:



B R O W N C O U N T Y

christkindl

— M A R K E T —

Raffle Donation – New for 2024!

Throughout the two days of the market, we will raffle artists/vendor items from the Entertainment Stage. This is a good marketing opportunity for your business. We will also promote the raffle prior to the event on social media and call out artists/vendors supplying raffle item(s).

Will you participate in the raffle by providing an item(s) at no charge for the Market MC to raffle during the 2-day event? Yes No

If yes, please provide the following information and include a photograph that we can use for promoting beforehand.

Description of item you will provide for the raffle

Retail Value of Raffle Item:



The Fine Print:

- Artists and Vendors will be selected by a committee of the Market.
- Only one artist/vendor per booth.
- Artists/vendors must sell the products they submitted with the application. Substitutes must obtain Market Committee approval.
- Artists/vendors are expected to remain open during the entire time the Market is open.
- Artists/vendor are responsible for set-up and takedown of the contents of their booth. If accepted into the Market, you will be given date/time for set-up and take-down and you should make every effort to adhere to these timeframes.
- The non-refundable booth fee for the three-day event is \$250 for 10' x 10' and \$400 for a 10' x 20' (if requested and available) - payable at the time of acceptance notification but no later than 9/6/24.
- Artists/vendor shall maintain adequate staff at artists/vendor expense to ensure organizational flow at event.
- Artists/vendors are responsible for collecting and paying all applicable local and state taxes for the items they sell.
- Artists/vendors are responsible for maintaining adequate insurance as appropriate. The Market is not responsible for any damage or theft loss.
- Artist/vendor shall be responsible for maintaining the space provided by The Market in a clean and orderly manner. Artists/vendor shall be responsible for all trash removal of their items at the close of the Market each day and at the close of the Event in provided trash receptacles.
- Artist/vendor is not permitted to alter their booth space without the explicit approval of the Market logistics manager.
- Artists/vendor is not permitted to attach anything externally to the booth.
- Due to space constraints, all products being sold must fit within your booth space.
- The booths are 10' x 10' or 10' x 20' in size with a cover and 3 sides.
- Booths will be provided with a single 110 outlet and a single inside booth light. For food vendors only, please specify your needs and, if selected, the Market will work with you on specific power needs. If you are not sure, please specify what you plan to plug in.



B R O W N C O U N T Y

christkindl

M A R K E T

- No space or portable heaters are permitted due to fire hazard and electrical power limitations.
- No refunds on booth fees for cancellation or no show.
- If for some reason, you cannot make it to the Market after accepting, please notify us immediately so we may give another artist/vendor the opportunity to fill your space. The booth fees are non-refundable though even if your booth is re-allocated.

I understand my application will not be considered submitted until I pay my \$40 non-refundable application fee online.

By signing below, I am acknowledging and agreeing to the Fine Print above.

Primary Vendor's Signature

Date

For Market Use Only:			
Application	Received:	Approved:	Declined:
Notification Sent:			
Payment Received:	Date:	Check #:	Credit: