



MILWAUKEE
Pug Fest
May 21, 2017

1729 Walnut Street
South Milwaukee, WI 53172

Pug Hugs, Inc. invites you to exhibit at the **13th Annual 2017 “Milwaukee Pug Fest”** that will be held on **Sunday, May 21, 2017**. The event will be held at:

**Milwaukee County Sports Complex
6000 W. Ryan Road (Hwy. 100)
Franklin, WI 53132**

OUR RESULTS..... 1st Annual Milwaukee Pug Fest – just fewer than 600 paid individuals and 243 Pugs & Pug mixes.
5th Annual Milwaukee Pug Fest – 1,713 paid individuals and 1,067 Pugs & Pug mixes.
8th Annual Milwaukee Pug Fest – 2, 634 paid individuals and 1,608 Pugs & Pug mixes
12th Annual Milwaukee Pug Fest - 3,342 paid individuals and 1,962 Pugs & Pug mixes

Since 2009 Milwaukee Pug Fest is the largest event of this nature in North America and was voted as the #1 and “**Best Festival**” event in Milwaukee (see www.wisn.com/alist) in 2009, 2010, 2012 and 2013.

We advertise in Pug Magazines, vendor website links, radio, Chicago & Illinois, and Milwaukee TV media. We have tapped the Madison, Fox Valley, Green Bay and Minneapolis markets and other major metropolitan areas.

Questions? **Contact Rick Kopaczewski, Event Director at (414)764-0795 or email:** milwaukeepugfest@yahoo.com for any questions regarding this event.

TERMS & CONDITIONS

Booth pricing is found on the “**Vendor Booth Application Form**” attached.

You may bring in your own table and chairs, or we have made arrangements with a third party rental company. All payments are final. **No refunds.**

We request that you donate an item or product for our silent auction. This can be sent to us or brought the day of event.

Booth space will be assigned on a first come, first serve basis.

Approximately two weeks prior to event you will receive further information regarding the event.

EVENT SETUP:

Vendors will be allowed to set up on Saturday, May 20th from 12:00pm to 3:00pm. The facility will be locked at 3:00pm Saturday – NO EXCEPTIONS, PLEASE PLAN ACCORDINGLY.

Sunday, May 21, 2017 - Setup - 7:30am – 9:45am.

All exhibitors/vendors must have booth completed and ready for business no later than 9:45am on Sunday.

Vendor/exhibitor agrees to maintain booth from 10:00am until 4:00pm.

ALL BOOTHS MUST REMAIN OPEN UNTIL 4:00PM, ABSOLUTELY NO EARLY BREAKDOWN.

Displays shall be confined to the area(s) reserved and shall not pose a physical, visual, or auditory obstruction to the event or neighboring area(s).

Milwaukee Pug Fest management reserves the right to restrict and alter, or evict any exhibit that detracts from the general character or operation of the event.

Vendor/Exhibitor must comply with Milwaukee County Sports Complex rules of operation.

The management is not responsible for loss or theft.

Display shall be flame proof, shall not damage walls or booth space, vendor/exhibitor is responsible for any damage incurred.



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Vendor/Exhibitor must stay in perimeter of booth.

ANIMALS:

Vendors/Exhibitors may bring pets. However, they must be confined to your exhibit area and not in the aisle. All animals brought to the event must be healthy, current on shots and properly socialized. If your dog seems aggressive, you will be asked to remove the animal immediately. Each vendor/exhibitor is responsible for "accident" cleanups and outdoor relief area pickups.

EVENT TEAR DOWN:

Immediately following the event. Please make arrangements to have all items out of the Complex no later than 5:30pm or an additional fee will be applied. All belongings and waste must be removed from your booth and disposed of in trash containers. Any merchandise or display material left after the event shall not be the responsibility of the management and will be removed from property on Sunday evening.

PARKING:

After you unload your vehicle on the side or front of the Complex, **you must remove your vehicle and park in the designated parking lot.** Please park in the rear of the lot so that patrons can park closer to the facility. The Milwaukee County Parks Department is charging a Parking Fee after 8:30am. We anticipate that Exhibitors will again be provided free parking up to 8:30am as we have in previous years. We will confirm this after we have finalized our contract with the facility.

VENDOR / EXHIBITOR DUTY:

The Vendor / Exhibitor listed upon this contract agrees to hold harmless the Milwaukee County Sports Complex Management and the Officers and Board of Directors of Pug Hugs, Inc. d/b/a Milwaukee Pugfest from any and all claims, liability, injury, loss, and expenses, including legal costs that may arise from or in connection with this event.

Vendor / Exhibitor further agrees to protect and hold the Officers and Board of Directors of Pug Hugs, Inc. d/b/a Milwaukee Pugfest and its agents forever harmless for any damages or charges imposed for violations of any law or ordinance, whether occasioned by the negligence of the vendor/exhibitor or those acting on behalf of the exhibitor

FOOD AND BEVERAGE:

Food and beverages will be on sale throughout the show.

NO SMOKING:

Smoking is not permitted in the building. Smoking is permitted outside in the designated area. **PLEASE DO NOT PROP OUTER DOORS OPEN.**

VENDOR WRISTBANDS:

Each Vendor shall receive **two (2) vendor wristbands to the event.** Vendors **MUST** wear the wristbands at **ALL** times. **Additional wristbands are available \$5.00 each.**

Please make checks payable and remit to:

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Vendor Booth Application Form

Company/Organization: _____

Contact Person: _____ Phone: _____

Address: _____ Email: _____

City: _____ State: _____ Zip: _____

Website Address: _____ Business/Product Description: _____

BOOTHS ARE FILLED ON A FIRST COME, FIRST SERVED BASIS

INITIAL BOOTH – CHOOSE ONE:

10' X 10' Booth – EXCLUDES ANY TABLES & CHAIRS - \$100.00 \$ _____

10' X 10' Booth – includes one (1) 8' table and two (2) folding chairs - \$120.00 \$ _____

10' X 10' Booth – includes two (2) 8' table and two (2) folding chairs - \$135.00 \$ _____

ADDITIONAL BOOTHS & OPTIONS (AFTER SELECTING PACKAGE ABOVE):

10' x 10' Booth – EXCLUDES ANY TABLE & CHAIR - \$60.00 \$ _____

Extra Table (Topped and Skirted) - \$15.00 ea. X _____ qty. \$ _____

Extra Chair(s) - \$3.00 ea. X _____ qty. \$ _____

Electricity service (Limited number of booths available) - \$10.00 \$ _____

Additional Vendor Wristbands beyond the two (2) provided with each 10' x 10' booth) - \$5.00 X _____ qty. \$ _____

Total \$ _____

REMINDER: SILENT AUCTION ITEM DONATION. – SPECIFY IF ITEM WILL BE - BROUGHT OR MAILED
(circle choice)

I have read and agree to the enclosed terms and conditions.

On this date _____ Signed _____

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