

Women's Wellness Walk

Saturday May 20, 2023 (8am - 12:30pm)

Familiar Grounds Coffee Shop - 206 N. Pearl St., New London

I am a(n) - (mark all that apply): Exhibitor Sponsor Activity Educator Part of Fashion Show

Business Name: _____ Direct Seller: Yes No

Contact Person: _____ Phone: _____

Address: _____ City/State/Zip: _____

E-Mail Address (Required): _____

Product/Service Description: _____

I plan to bring a door prize (*must have an exhibitor table*): Yes No (door prizes give added exposure)

Electricity Requested: Yes No (we will do our best to accommodate needs)

Reservation Deadline: Indoor exhibitor spaces are limited. We are offering outdoor spaces under a tent provided by the New London Chamber. **Early Bird Reservation Deadline: April 14, 2023.**

All reservations received after April 1, 2022, will be charged at the 'regular' rate as noted below - no exceptions.

Exhibit Spaces (approx. 8' x 4'). Includes a 6' table with table-cloth (no skirt) & 2 chairs.

No Table Cloth I'll bring my own.

***EXHIBITOR TABLE** (please check all that apply):

Early Bird Rate (before 4/14/23): \$50/Chamber Member \$70/Non-Chamber Member

Regular Rate (after 4/14/23): \$60/Chamber Member \$80/Non-Chamber Member

I'm an Event Sponsor or Activity Educator and would like a *complimentary* table.

I'm part of the Fashion Show and would like an exhibitor table at half price. (Early Bird: \$25 / Regular: \$35)

***BAG ADVERTISER** (please check all that apply):

Early Bird Rate (before 4/14/23): \$50/Chamber Member \$70/Non-Chamber Member

Regular Rate (after 4/14/23): \$60/Chamber Member \$80/Non-Chamber Member

I'm an Event Sponsor or Activity Educator and would like to a *complimentary* bag insert.

I'm part of the Fashion Show and would like to do a bag insert at half price. (Early Bird: \$25 / Regular: \$35)

***COMBO! Exhibitor Table & Bag Advertiser** (please check all that apply):

Early Bird Rate (before 4/14/23): \$80/Chamber Member \$120/Non-Chamber Member

Regular Rate (after 4/14/23): \$90/Chamber Member \$140/Non-Chamber Member

I'm part of the Fashion Show and would like the combo at half price (Early Bird: \$40 / Regular \$50)

Bag Insert Info: Please provide 125 items/coupons for insertion by May 3rd – one insert per bag advertiser purchased!

Breakfast / Lunch Options (mimosas not included in price):

Purchase (#) of light breakfast(s) / beverages at - \$5.00 each Yes No

Purchase (#) of boxed lunch(es) at - \$8.00 each Yes No

Return Reservation Form & WI Temporary Event Operator & Seller Information form with payment. We will call to confirm your reservation! Reservations are approved on a first come, first serve basis - ONE Direct Sales Rep per company.

Letter with event setup/info will be emailed the week of the event.

Return to: New London Chamber of Commerce - 420 N. Shawano St., New London, WI 54961

(920) 982-5822 | Director@NewLondonChamber.com

www.newlondonchamber.com/womens-wellness-walk

Form

S-240

Wisconsin Temporary Event Report

(Completed and submitted by the Event Operator)

Page 1 of _____

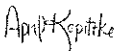
Part A: Event Operator Information

Doing Business As (DBA) Name (if applicable)		Wisconsin Tax Number (15 digits starting with 640, 456, or 600)	
		600-0000468303-03	
Legal Business Name (if not sole proprietor)		Full FEIN (Business)	
NEW LONDON AREA CHAMBER OF COMMERCE		39-0886640	
Event Operator Name (Last)	Event Operator Name (First)		Full SSN (Individual or Sole proprietor)
KOPITZKE	APRIL		
Mailing Address		Email Address	
420 N. SHAWANO ST		DIRECTOR@NEWLONDONCHAMBER.COM	
City	State	Zip	Contact Phone Number
NEW LONDON	WI	54961	920-982-5822

Part B: Temporary Event Information

Event Start Date	Event End Date	Number of Vendors	
0 5 2 0 2 0 2 3 M M D D Y Y Y Y	0 5 2 0 2 0 2 3 M M D D Y Y Y Y		
Temporary Event Name			Minimum Vendor Booth Fee
Women's Wellness Walk			.
Street Address			Customer Admission Fee
206 N. Pearl St.			.
City	State	Zip	County
NEW LONDON	WI	54961	WAUPACA

I declare that the information on this form is true and correct to the best of my knowledge and belief, and that I'm authorized to sign this form.

Signature		Date
		12/9/2022

Common Questions

What is a temporary event?

A temporary event is an occasion, activity, or function at which merchandise is sold or traded or taxable services are provided. An event can be on one or consecutive days. It may reoccur on a weekly, monthly, quarterly, or annual basis.

How are recurring events reported?

Multiple events in a calendar month may be reported as one event. In this case, the event start is the first and the event end is the last day of the month.

Who is a temporary event operator?

The organizer or planner of an event is the event operator.

What must a temporary event operator report?

Temporary event operators must complete and submit Form S-240 with information about each event vendor to the Department of Revenue (DOR) within **10 days business days** of the close of the event.

Note: Operators may be assessed a \$200 penalty for the first offense and \$500 for subsequent missing, late, or incomplete reports.

What are temporary event vendor requirements?

Temporary event vendors must have a Wisconsin seller's permit unless their sales are exempt from sales and use tax.

Where can I find more information on temporary events?

- [Publication 228, Temporary Events](#)
- revenue.wi.gov and search 'Temporary Events'

More information about completing this report is on our website revenue.wi.gov and search 'Event Operator'

Completing Form S-240

The event operator is **required** to complete all sections of Form S-240, to include all vendor information.

Part A is the event operator information.

Part B is the temporary event information.

Part C is used to report all vendors attending the event. Do not submit a vendor list without Page 1 (Parts A & B) of Form S-240. If the event operator is making taxable sales, they should complete a vendor report for themselves.

An operator may be assessed a penalty for an incomplete report for failure to obtain information about each vendor.

Submit the report by any of the following:

- Online through our Secure File Transfer web page at: revenue.wi.gov and search 'wtepran'
- Fax: (608) 224-5761
- Mail: Wisconsin Department of Revenue
Temporary Events Project MS 3-80
PO Box 8902
Madison, WI 53708-8902

Important: Do not email reports or other confidential information.

Questions

- Email: DORTempEvents@wisconsin.gov
- Call: (608) 264-4582.

Applicable Laws and Rules

This document provides statements or interpretations of the following laws and regulations in effect as of June 1, 2022: sec. 77.52(19) and 73.03(38), Wis. Stats., and sec. Tax 11.53 and 11.535, Wis. Adm. Code.



Part C: Vendor Information

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

Wisconsin Seller's Permit Number (15 digits starting with 456) 456- -		SSN (last 4 digits)	FEIN (last 4 digits)	Exemption Code
Legal Business Name (if not sole proprietor)		Doing Business As (DBA) Name (if applicable)		
Vendor/Contact Name (Last)		Vendor/Contact Name (First)		Vendor Phone Number
Mailing Address		Email Address		
City	State	Zip	Multi-Level Marketing Company (if claiming Code 2 above)	

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Reproduce this page as needed to report all vendors.
Page 1 must be included with your submission.

