

Description of Vendors

Primary Food Vendors set up within a 10' x 10' space; food vendors who are cooking may be allowed an additional 10' x 10' space to be used for a cooking area (for a total space of 10' x 20'). Booth vendors must provide their own tables, chairs, and canopies or tents.

Concessions Trailers are self-contained mobile units which require an area larger than 10' x 20'.

Secondary Food Vendors set up within a 10' x 10' space. Booth vendors must provide their own tables, chairs, and canopies or tents.

VIP Catering Vendors set up within the designated space. Tables, chairs, and tents will be provided by the GLACC.

Merchandise Vendors set up within a 10' x 10' space. Booth vendors must provide their own tables, chairs, and canopies or tents.

Health Department

IMPORTANT: All food vendors need to have a current food service license issued to you from the State of Colorado. **Please include a copy of your license with your application.** If you do not have an in-state license, you may obtain one from the Grand County Department of Public Health.

Fire Department

All food vendors need to supply their own dry-chemical-type portable fire extinguisher, having a rating no less than 40-B. Portable LP-gas containers, piping, hoses, valves and fittings shall be protected to prevent tampering or damage. Compressed gas tanks must be secured in an upright manner, and are not to be secured to tent poles or trees. Because of limited space, refueling trucks will not be permitted on Festival grounds. The Grand Lake Fire Department will also be making inspections before the start of the event.

Insurance

IMPORTANT: All food vendors must submit a certificate of insurance naming GLACC and the Town of Grand Lake as additionally insured. **Please include your certificate of insurance with your application!** In order for your application to be considered, it **MUST** be accompanied by a copy of your insurance!

Event Services

We will provide trash dumpsters, cardboard recycling containers and "gray water" barrels for your waste water. Ice may be purchased at the event, but in order to purchase ice you must fill out the Event Services portion of the application and include your credit card number and expiration date. This information must be completed before the event if you are planning on purchasing ice from us. The ice you purchase will be put on your event account and your credit card will be charged .

ELECTRICITY

Power is available for an additional fee and will be provided **only** to those exhibitors who paid for electricity in advance. **NOTE:** In the past, we have experienced problems with vendors who have used more power than they initially requested. This trips the breakers and causes many problems and delays that we would like to avoid! To help ensure a smoother and safer event for everyone, in the space provided on your application, please give a detailed description of everything you are planning to plug in. Please also note that every vendor is responsible for covering all cables and wires in his or her booth by using wire mats or covers and any cables or wires running into your booth **MUST** be covered at all times! Extension cords, splitters, etc. will **NOT** be provided. Please plan on bringing a minimum of 100' of extension cords to the event and make sure that you have come prepared with power strips, or any additional equipment you may require.

Compostable Supplies

Grand Lake, Colorado is known for its “Green” approaches to preserving the planet; therefore, GLACC is working towards making the GLACC Festivals “Zero Waste Events.” We will be in touch with each vendor individually prior to the event regarding policies implemented to assist “the pursuit of Zero Waste as a long-term goal in order to eliminate waste and pollution in the manufacture, use, storage, and recycling of materials.” Our goal is to greatly minimize the amount of non-recyclable, non-compostable supplies used by all our vendors at GLACC Festivals.

Menus

On your application, list all the food items that you are planning to serve. Please note the following:

- * All menu items are subject to review and acceptance.
- * Food vendors are not permitted to serve beverages of any kind (soda, water, lemonade, etc.) without permission from the Festival office.
- * Menus are accepted on a “first come, first serve” basis.

Fees

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|------------------------------------|-------------|
| Non-Refundable Processing Fee | = \$25 |
| Primary Food Vendor Fee | = \$100 day |
| Small Concessions Fee | = \$ 35 day |
| Merchandise Vendor Fee | = \$ 25 day |
| Health Department Fee | = \$15 |
| Refundable Cleaning Deposit | = \$100 |
| 2010 Discount (Chamber members) | = -\$25 |

Electricity

| | |
|----------------------------|---------|
| 110 volts up to 2000 watts | = \$50 |
| 220 volts up to 2000 watts | = \$100 |

Percentage

Vendors will be required to pay **7% of gross proceeds** to GLACC after the event, payment is due by no later than **close of business on the Monday proceeding the event.**

Your application and fees (space fee, health dept. fee and electricity fee) are due upon acceptance of proposal. The refundable cleaning deposit must be paid on a separate check or by credit card and is also due upon acceptance of proposal. All fees, except the cleaning deposit, will be deposited upon receipt of application. The cleaning deposit will be returned or credited back to you after the event, provided that your booth space is left clean, all trash has been removed, grease spots are gone, etc.

Cancellations

Any cancellations must be made in writing and must be received by the GLACC office by no later than 30 days prior to the event. **No refunds will be made after 30 days prior to the event.**

Mail applications to:
 GLACC
 P.O. Box 419
 Grand Lake, CO 80447

QUESTIONS? • E-mail: dforan92@gmail.com

2010 Grand Lake Festival Vendor Agreement

Grand Lake Area Chamber of Commerce believes in equal opportunities for all vendors and we will actively seek fair evaluation of all applications. We do not allow personal beliefs to conflict with application consideration. In selecting participants, criteria may include menu items, past history, the promptness of application arrival, and event area accommodations. Grand Lake Area Chamber of Commerce reserves the right to deny acceptance of any applicant if past experience or other factors warrant exclusion.

As a participant of the 2010 GLACC Festival, I fully understand and agree to the following:

I recognize and acknowledge that I assume full risk of any injury, property damage or loss which I may sustain as a result of my participation in any and all activities connected with or associated with my participation in the Festival. Furthermore, I understand that I should carry my own insurance and that I store my products and equipment overnight at my own risk.

I agree to waive and relinquish all claims I may have against GLACC, the Town of Grand Lake, and all associated sponsors and staff of the Festival and agents thereof from any and all claims other parties may have resulting from injuries, damage, or loss caused by, arising out of, connected with, or in any way associated with the activities of the Festival.

I agree to provide a specified list of all menu and/or merchandise items I plan to sell, and I acknowledge that I may not be permitted to sell each of the items I submit. I understand that I must comply with all Grand County Department of Public Health regulations pertaining to food sales at special events. I understand that failure to comply with GCPH regulations may result in being asked to leave the Festival, forfeiting all fees.

I agree that I am responsible for the transportation, insurance and sale of my products. I also understand that I am responsible for collecting and reporting sales tax on all transactions made during the Festival. I agree to pay 7% of my gross proceeds to GLACC by no later than Monday proceeding the event.

I agree to pay all the necessary fees set forth in this application. I understand that my credit card will be run and/or checks will be deposited upon approval of my application. I understand that all cancellations must be made in writing and must be postmarked, emailed, or faxed by no later than 30 days prior to the event and that absolutely no refunds will be considered after 30 days prior to the event.

I agree to be present for all days of the Festival. I agree that if I have not set up by the designated times, or if I leave the Festival early, I forfeit my booth space and all fees. If I intend to be late on any event day, I must acknowledge this to the Event Manager/Executive Director or I may forfeit my booth space. I agree that all demonstrations and exhibits may be photographed for publicity purposes. I understand and will abide by the rules of this application.

I have read through the application and I agree to abide by all rules set forth in this agreement.

Applicant Signature: _____ Date: _____

Electrical/Fire Safety Worksheet

In order to ensure that everyone has access to the electricity they need, please complete the following information. If you bring equipment that is not listed, we may not be able to accommodate your requirements.

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|--|-----|----|
| ▪ Do you need electricity in your booth space? | Yes | No |
| ▪ Do you need electricity overnight? | Yes | No |
| ▪ Are you bringing your own generator? If yes, please describe: | Yes | No |

- | | | |
|--|-----|----|
| ▪ Are you planning to cook with charcoal at the event? | Yes | No |
| ▪ How much electricity & how many circuits will you need? | | |
| <input type="checkbox"/> 110 volts up to 2000 watts & _____ circuits | | |
| <input type="checkbox"/> 220 volts up to 2000 watts & _____ circuits | | |

Please list all the equipment & required AMPs that you will be plugging in:

To expedite fire inspection, please complete the following information:

How many tanks of compressed gas are you going to bring, and where are you planning to store full tanks? How will you secure the full tanks?
