



Gunnison River Festival Vendor Agreement

Revised 1/18/2010

Thank you for your interest in booth space at the Gunnison River Festival. If, after reviewing the enclosed material you wish to make formal application, complete and return the downloadable application form to:

Gunnison River Festival
c/o UGRWCD (*Upper Gunnison River Water Conservancy District*)
234 N. Main St. Suite 3C
Gunnison CO 81230

Phone (970) 596-7094, Fax: (970) 641-1162.

Full payment by vendor with separate check for cleaning deposit is required with the signed contract. Space is limited. You will be contacted by the Gunnison River Festival upon acceptance of your application.

NOTE: ALL SPACE AND LOCATIONS ARE AT THE SOLE DISCRETION OF THE GUNNISON RIVER FESTIVAL BOARD OF DIRECTORS

GENERAL INFORMATION: The Gunnison River Festival is operated in accordance with the statutes of the City of Gunnison, Gunnison County, and State of Colorado. Outlined below you will find many of the important terms and conditions governing the leasing of facilities for the purpose of vending at the festival. Included are helpful hints designed to make your time with us a pleasant and rewarding experience. As you read the information, make note of any questions you may have and contact us - we're here to help you.

ZERO WASTE COMMITMENT: As a vendor at our event, we require you to use biodegradable materials to serve all food & beverages, and/or to bag merchandise. We will do our best to work with you to find acceptable replacements for your current supplies and help you maintain zero waste at your booth. We will ask you to be flexible and accommodating during this process. **BIODEGRADABLE MATERIALS ARE REQUIRED.**

ALL VENDORS: All vendors may use our recycling bins. We ask that your recycles are brought to main station at each site. This means all cardboard, glass, aluminum, & plastic must be recycled. Compliance will be required to participate in the festival. If you are unwilling to make this commitment or unaccommodating during this process you will not be allowed to participate in this festival or perhaps future festivals and will not receive your cleaning deposit.

1. ARRIVAL: Upon your arrival at our event, a map of your site will be available at the entrance to the vendor area. You will unload and then move your vehicle to the assigned parking area provided for vendors and participants. Space to drive vehicles around in the vendor arena is very limited. Early arrival will make your set up easier for you. All vehicles must be out of the festival grounds at times specified by organizers.

2. CONTRACTS: All vendors must have a fully negotiated contract for space occupied prior to setting up exhibits. The Gunnison River Festival Committee reserves the right to determine final location of any exhibit or vendor. Payments must be made prior to **June 1st**. Each exhibitor shall remit a separate check in the amount of \$50 as a cleaning deposit. This check **will be held** until the event is over. If the area remains clean during the festival and is left clean at the end of the festival, this check will be returned to the exhibitor. If the area is not left clean or recycling is not attended to properly, this amount will be used to pay for cleaning the area. All contracts are subject to cancellation if payments are not made on dates due. Make all checks payable to the Gunnison River Festival. No refunds of payments will be made on canceled contracts after June 1st. A service fee may be assessed on any canceled contract. Vendors shall not assign, contract or sublet location in whole or in part without permission of the committee. The Gunnison River Festival is an all-weather event and is held rain or shine. Cancellations due to weather are not permitted.

3. FEES: \$50.00 per 10'x10' space. No power is available at the Gunnison Whitewater Park. Water is available at the Gunnison Whitewater Park through a hose bib to be shared by all park attendees and vendors. Generators are permitted on a case-by-case basis and are not encourage. No balloons, flags, or other tall

vertical structures are permitted at the Gunnison Whitewater Park because the park falls into Gunnison International Airport's flyway. All non-profit or educational organizations fees will be waived, yet must submit an application and cleaning fee. Non-profits generating revenues for sales may be charged a fee, this will be reviewed upon your application.

4. VENDORS' SCHEDULE: Set-up hours are Friday from 12 noon to 7:00 pm, and Saturday between 6-9 am. Trailer units will be parked in allotted spaces at the latest by 9:00am Saturday. All vendors must remain totally intact and operational until at least 7:00pm Saturday. Vehicles are not allowed near the food booths during the festival except for set-up and break-down. You may want to consider your restocking arrangements-vehicles will be at least 800m away. Booths are required to be open from 10:00 AM to 7:00 PM Saturday.

5. WATER: Vendors requiring occasional use of water must provide their own food-grade hoses, and will not allow water to overflow, leak or drain on the ground.

6. SEWER: No sewer facilities are available in any exhibit area. Use of sinks, toilets and other facilities not fully self-contained are strictly prohibited.

7. GAS: No L.P.G. or other flammable liquids will be provided. Exhibitors requiring gas must provide their own entire system. All L.P.G. installations must comply with state code NFPA-58 and must be approved in advance.

8. CITY, COUNTY, AND STATE COMPLIANCE: Exhibitors must comply with all state and local laws and regulations, including but not limited to laws and regulations concerning taxation, health, safety, labor, employment and licensing. Vendors at the Whitewater Park will not need a City Sales tax license. A copy of your Sale Tax License and contact information is mandatory for your participation.

9. CLEAN-UP: Each vendor is responsible for cleaning his own exhibit area at the end of each day. Food vendors must provide at least one 30-gallon trash container in front of your booth at all times. It is the vendor's responsibility to empty containers periodically into specified dumpsters when they are full. It is also mandatory that each vendor recycles all waste from their booth. Violators will not be allowed back in the festival in future years.

10. ACCOUNTING: All vendor space must be paid in full by June 1st.

11. SECURITY: The Gunnison River Committee will not provide security during the festival. The Committee will not be held responsible for any loss, damage or injury by or for any cause. Vendors must make provisions for the safeguarding of their displays and are urged to insure themselves against property loss or damage and against liability for personal injury.

12. SOUND AND LIGHTING DEVICES: General lighting will be provided for the area. All sound devices such as radios, stereos, speakers and any attention-getting devices are subject to the approval of the committee and must be controlled so as not to interfere with other vendors. Flashing red lights and sirens are prohibited in all areas. Be a good neighbor with your fellow exhibitors.

Applicants will be contacted by **June 15th** as to whether or not their application has been approved. For more information or additional questions, please contact:

Angie Mauldin
Festival Coordinator

(970) 596-7094

Email address: gunnisonriverfestival@gmail.com

Visit our website at: gunnisonriverfestival.com

Vendor Application

We are looking for items that are appropriate for a family festival. Athletes and spectators are here for our water-sports based festival. All items and applications must be approved by the Gunnison River Festival before any vendors will be accepted. Booth spaces are 10x10 feet and cost \$50.00 per booth space.

Vendors who fail to adhere to Park & Festival Policies will be asked to leave and will not be allowed to return in future years. This is a Sustainable Festival and you will be expected to respect our requests and do your part to keep this festival green. We promote responsible use of our facilities, zero impact, and principles of conservation. Zero waste means all of your waste products can be recycled at the end of the festival (cardboard, glass, aluminum, and plastic).

Check this box if you will be a "Zero Waste" vendor:

Business Name: _____ Contact: _____

Phone: _____ Fax: _____

Mailing Address: _____

Email Address: _____ Cell phone (day of show): _____

Will you use a generator? YES NO (We will not provide generators for you.)

Please list the items you will be selling with a description and an attached picture of your exhibit:

I have read the PARK AND FESTIVAL POLICIES and by my signature below agree to abide by those policies.

Signature Printed Name Date

Fees: (Choose One)

Vendor Space (For-profit): \$50.00 _____

Non-Profit: \$0.00 _____

Cleaning Fee (Required): \$50.00 + _____ \$50.00

TOTAL _____

Fax your application to (970) 641-1162 OR

Mail to:

Gunnison River Festival

c/o UGRWCD

234 N. Main St Suite 3C

Gunnison, CO 81230

INTERNAL USE ONLY

DATE APPLICATION RECEIVED: _____ BY: _____

APPROVED ON: _____ BY: _____

DATE CONTRACT SENT: _____ BY: _____ VIA: MAIL FAX

DATE SIGNED CONTRACT RECEIVED: _____ PAYMENT INCLUDED: YES NO PAYMENT TYPE:

CLEANING DEPOSIT RECEIVED: YES NO BY: _____ PAYMENT TYPE: