



Bailey Day

June 24, 2017

www.bailey-colorado.org * 720-364-6368

Vendor Application and Agreement

Please return all forms and fees by June 2, 2017 to:

Platte Canyon Area Chamber of Commerce

c/o Bailey Day

PO Box 477

Bailey, CO 80421

For questions please contact:

Crystel Sandos at 720-364-6368 or email: csandos.realtor@gmail.com

Business Name:

Contact Name:

Mailing address:

Phone:

Email:

Description of Business:

Special Requests:

Vendor Agreement must accompany all Vendor Applications.

My business is a:

_____ Chamber member/non-profit (\$50 booth fee enclosed) _____ Extra Space(s)

_____ All other businesses (\$85 space fee enclosed) _____ Extra Space(s)

_____ Applications received after June 2nd – Subject to availability (\$125 booth fee enclosed)

_____ Electricity (\$10 fee enclosed - see agreement for more information)

You may also register online at: <http://www.bailey-colorado.org/>

Office use only:

Fee received: cash _____ check # _____ Vendor # _____ booth # _____

Date received: _____



Vendor Agreement

Bailey Day is an annual fundraiser for the Platte Canyon Area Chamber of Commerce, a non-profit organization, herein referred to as "Management." Merchandise, service, food, non-profit and other vendors are herein referred to as "Vendors."

1. Vendor applications

Vendor application will be accepted in the order they are received, and space will be reserved in that order. Management reserves the right to reject any application. Applications must include payment to successfully reserve space. Multiple spaces may be reserved. Food vendors with trailers are required to purchase a minimum of 2 spaces. Signed application and agreement, plus fees, must be received by June 2, 2017 and are non-refundable. If space is available, applications will be accepted until June 9, 2017 for a booth fee of \$125. If you submit your application and there are no spaces available, you can choose to be placed on a waiting list and called in order received as space becomes available.

2. Set-up/Take-down

Limited vendor areas will be open for set-up on Friday, June 23th from 6-9 p.m. If you would like to set-up Friday night, please contact Crystel Sandos to find out if you are in one of the open areas. All vendors will receive a set-up time with their vendor packet. Please promptly arrive for your set-up time. When you check in at the gate, you will be told the approximate area of your booth. Vendors must empty their cars in their booth space and **then MOVE vehicles to vendor parking lot**, you may then return to set-up your booth. A second person is recommended to stay with the booth. All vehicles must be off Main St. by 9 a.m. Vendors must remain open until 4 p.m. but may stay later if they choose. **NO EARLY DEPARTURE** is allowed. Vendors who leave early will not be allowed to participate in Bailey Day again.

3. Appearance and use of Vendor booth space

Vendors are encouraged to decorate their spaces with an Olde West theme if possible. Management also encourages Vendors and their employees to dress in western wear for the event. Contact Crystel Sandos for costume information. No sound systems, broadcasts, amplifications, announcements, or recording devices may be used without prior written consent from Management. Vendor spaces may not be sublet.

4. Food Vendors

Food vendors that work from trailers must purchase a minimum of two spaces. Food vendors cooking onsite must also contact Park County for any additional paperwork they may require.

5. Electricity-

Locations with electricity are limited and are assigned on a first come, first serve basis with priority given to Food Vendors. The hook-ups are 15 AMP 110 Volts. If higher amounts are needed, contact Crystel Sandos for additional information.



6. **Safety**

All Vendors shall comply with all rules, regulations and requirements of Park County, the state of Colorado, the local Fire Department and Health Department. Food vendors must contact Park County Public Health for their requirements.

7. **Insurance**

Management is not responsible for damage to Vendors property from accident, fire, theft, weather, or other such causes. All property of a Vendor shall remain in the Vendors care, custody and control in transit to/from/during the event.

By executing the Application and Agreement, Vendor agrees to abide by all the terms, conditions, rules and regulations described herein.

Signature of Vendor _____
Title _____ Date _____