



Bailey Day 2016

June 25, 2016

www.bailey-colorado.org

720-364-6368

Vendor Application and Agreement

Please return all forms and fees by June 5, 2016 to:

Platte Canyon Area Chamber of Commerce
c/o Bailey Day
PO Box 477
Bailey, CO 80421

For questions please contact:

Crystal 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 \$125 late booth fee enclosed

_____ All other businesses\$85 \$125 late booth fee enclosed

You may also register online at: www.bailey-colorado.org

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 booth space will be reserved in that order. Management reserves the right to reject any application. Applications must include payment to successfully reserve booth space. Signed application and agreement, plus fees, must be received by June 5, 2016 and are non-refundable. If space is available, applications will accepted until June 17, 2016 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 24 from 6-9 p.m. If you would like to set-up Friday night, please contact Janet Shown or 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. NO EARLY DEPARTURE is allowed. Vendors must remain open until 4 p.m. but may stay later if they choose. 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. 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. 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.

5. 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 _____

Office use only:

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

Date received: _____