



PARKERFEST
2009 Professional / Business Vendor Application
Every Sunday May 10th - October 11th
8 am - 2 pm

Please Print or Type

Business Name _____

Primary Contact _____ On Site Contact _____

Mailing Address _____ City _____ State _____ Zip _____

Day Phone _____ Cell Phone _____ Fax _____

E-Mail _____ Web Site _____

Names of others operating your booth _____

Describe information you intend to display at your booth

How did you hear about ParkerFest? _____

Vendor Categories/Fees:

Professional / Business Vendors may sign up in 1 month intervals.

1. Vendor: 4 Weeks - a non-refundable fee of \$100
2. Vendor: Single Dates - a per event fee of \$40.00

2009 Market Dates:

I will be attending the following month(s):

May (10th-31st)

June (7th-28th)

July (5th-26th)

August (2nd-30th)

September (6th-27th)

October (4th-11th)

How much space will you need? (Please include length of truck and/or trailer if it must be near you) _____

Electricity:

1. Electricity: One Month – a fee of \$15
2. Electricity: Single Date – a fee of \$5 per market

Will you need electricity? Yes _____ No _____

Special Requirements? _____

Vendor Acceptance

Vendor applications will be reviewed, based on need and appropriateness, and applicant will be advised of acceptance into the Market. If your application is not accepted your application fee will be returned in a timely manner. ParkerFest Farmer's Market and the Market Coordinator reserve the right to prohibit anyone from selling at the market.

Market Attendance

If you cannot attend on a Market day you have committed to, then you must contact Market Manager by 7:00 pm the preceding Friday. Please be considerate of your fellow vendors and us. **Market coordinator may reassign spaces not used consecutively.**

Market Day Procedures

Vendors must arrive and be ready to sell by 7:15am and remain open until the close of Market at 2:00pm.

The Market Manager will check vendors in and assign space. Please advise the Market Manager of any special parking requirements; otherwise, all vehicles must be off the street by 7:30am. Vendors are expected to supply their own booth equipment (tents, tables, chairs, etc.)

Market Weather Policy

The market will open rain or shine, please prepare accordingly. Questions day of please contact the Market Manager to confirm.

Market Day Fee Calculation and Collection

All Vendors will remit daily fees to the Market Manager at the close of each market day. To determine your fee, tally your daily gross sales, deposit 10 % of your daily gross sales amount, cash or check, in the envelope, record that figure on the Market Fee Envelope provided and return it to the Market Manager. Your honesty is greatly appreciated.

Space Clean Up

Vendors must maintain their spaces in a clean and sanitary condition remove all waste and trash before leaving the Market. Please have a separate container for any food trimmings. No grease, cooking oils or leftover food will be dumped in the trashcans – see Market Manager for dumpster locations or carry these items out with you. **On site trash receptacles are for customer use only.** Vendors may request permission from the Market Manager or designee to use customer receptacles at the end of the Market day if space permits.

Licensing and Permits

All taxes, licenses and liability/product insurance are the responsibility of vendor. Vendors must have available on Market Days any Sales Tax License, Fire Permits, Temporary Restaurant or Special Event Permits, as required by Douglas County and the Town of Parker. **Vendors must be able to produce and provide these documents to event inspectors.** Payment of Sales Tax for taxable items is the sole responsibility of the individual vendor.

All vendors/members must observe the rules and regulations of ParkerFest. All food vendors must meet City and County of Denver Health regulations and fire safety codes.

Vendor acknowledges and understands that ParkerFest is providing space only and general publicity about the event, and makes no promises or representations concerning expected sales for profits.

By signing below I hereby release and forever discharge ParkerFest, All Landlords, their employees, the Market Manager and Market Manager Assistants from any responsibility, personal liability, claims, loss or damage arising out of or in conjunction with my participation in ParkerFest. All Landlords, their employees, the Market Manager and the Market Manager Assistants shall be held harmless from and against any and all liabilities, suites, claims, damages, injuries, theft, cost and expenses of any kind or nature of anyone whatsoever relating to premises due to or arising out of any act, negligence, or neglect of the vendor or their guests. Vendors assume all liability for stand and products sold. By signing this applicant form applicant agrees to abide by all policies and rules set forth in this application.

Vendor Name (Please print) _____ **Date** _____

Business Name _____

Vendor Signature _____

***** Please attach copies of Special Events Permits, Fire Permits, State & City Sales Tax Licenses, Food Permits (if needed) and Liability Insurance at this time. Thank you for your participation.**

Please keep a copy of this signed agreement for your records and send copy with fee to:
Application due by March 16th

Make checks payable to: Downtown Development Council
C/O Nicole Jarman
970 South Pearl Street
Denver, CO 80209-9008
303.242.1032 Phone
303.733.4552 Fax
E-mail: Nicole@HobNobEvents.com

We look forward to seeing you soon!