



2018 Vendor Application

Application deadline: November 5, 2018

Return to: sylvie@steamboatcreates.org

or mail to: Steamboat Springs Arts Council

PO Box 774284, Steamboat Springs, CO 80477

Name of Business: _____

Contact Person: _____

Mailing Address: _____

City/State/Zip: _____

Telephone: _____ Email: _____

Provide a detailed description of your original artisan or handmade craft. If you have not shown at HIR previously, please include a photo: _____

Special Requests _____

Do you need electricity? No Yes If your request for electricity is granted, you will need to provide your own extension cord and tape, to secure your cord to the floor.

Booth sizes are

8'(W)X8'(D)	One Booth	Two Booths	\$90 per booth SSAC member	\$115 per booth Non-Member
6'(W)X8'(D)	One Booth	Two Booths	\$75 per booth SSAC member	\$100 per booth Non-Member

Non-Profit Booths. Limited space and special pricing is available for non-profit organizations. If you are a non-profit and wish to participate in Holidays in the Rockies, please call 970-879-9008 or email barb@steamboatarts.org

By signing below I agree to have my booth open for the ENTIRE duration of the show. Saturday December 1 from 9am–3pm. Additionally, I have read and understand the information stated in the following Vendor Information Sheet.

PAYMENT Check (is in the mail) Credit Card MasterCard Visa Discover American Express

Credit Card #: _____ Exp. Date: _____ CID#: _____

Signature _____ Date _____

Holidays in the Rockies 2018

The Steamboat Springs Arts Council and our generous volunteer team will select the exhibitors. Preference will be given on a first come, first served basis.

TERMS AND CONDITIONS

Exhibitors must agree to the following conditions upon application.

All display tables, chairs, and additional materials needed for booth set-up must be provided by the exhibitor. Booth sizes and locations will be allocated in order of exhibitor selection, as mentioned above. Exhibitors must display original art and craft; no bulk and/or outsourced products. Exhibitors sell and exhibit at their own risk. The Arts Council is not responsible for damage or theft of any work or personal property. Booths must remain set-up through the duration of the show. Electricity is limited and only available to vendors who absolutely need it and request it in advance.

Booth fees are non-refundable after the November 5th deadline. If you are not able to fulfill your commitment to exhibit, please contact the Arts Council.

Exhibitors are responsible for cleaning their space at the end of the show between 3:00 – 4:30pm, Saturday, December 1, 2018. Failure to cleanup may result in non-acceptance at future shows.

IMPORTANT TAX INFORMATION

Exhibitors will be required to have Colorado tax numbers and collect State and County Tax. County Tax is 1% or .01. State Tax is 2.9 % or .029. Strawberry Park is not within the city limits so city tax is not charged for this event.

Booth Space Information

Saturday, December 1, 2018, 9am – 3pm
Strawberry Park Elementary
39620 Amethyst Street

Check in and set-up:

Friday, November 30th from 4:30 – 6:00pm* and Saturday, December 1st from 6:00am – 9:00am

Breakdown and cleanup on Saturday only from 3:00pm – 4:30pm

*Completion of check in and set-up will end promptly at 6:00pm on Friday. Doors will not be kept open if your set-up is not complete.

8' x 8' booth space for Arts Council members: \$90

8' x 8' booth space for non-members: \$115

6' x 8' booth space for Arts Council members: \$75

6' x 8' booth space for non-members: \$100

The amount, location and size of booths are limited. We cannot guarantee specific booth location requests. If you are interested in sharing a booth email jennstoddard@comcast.net.

After your application is received, you will be provided with confirmation from the Arts Council and contact information for our generous volunteer team:

Vendor Coordinating Team: Jennifer Stoddard jennstoddard@comcast.net and Kay Wagner 970-879-3182

For more information contact Sylvie at 970-879-9008 or sylvie@steamboatcreates.org

Please retain this information for your records.