



2018 Berthoud Oktoberfest
 Saturday, October 6, 2018
 11 am – 6 pm
 Fickel Park, 620 Mountain Ave,
 Berthoud, CO

OKTOBERFEST VENDOR REGISTRATION FORM

Application Deadline: Friday, September 21, 2018

PLEASE PRINT

Business/Group/Organization _____

Contact Person _____ Telephone: _____

Mailing Address _____ City _____ State _____ Zip _____

Email: _____ Website _____

Berthoud Sales Tax License # _____ **(Town requirement to be a vendor.)**

NO REFUNDS

Booth Size:	12 x 12	12 x 24 (DBL FEE)	Items you plan to sell:
\$50 Non-Profit Organization* (Proof of non-profit status REQUIRED)	_____	_____	_____
\$75 BACC Member* (\$100 after 9.21.18)	_____	_____	_____
\$125 Non-Chamber Member * (\$150 after 9.21.18)	_____	_____	_____

Premium Spot before 9.21.18 (\$150 Chamber, \$250 Non-Chamber) _____ (double if you want two booths)

\$250 Major Food Vendor _____ (Located on 7th Street. Quiet Generators Required. Must be serving German foods like Bratwurst, Bockwurst, etc. Must turn in menu.)

Booths will be judged, so all booths **MUST** be decorated. Decorations are included in your booth fees. You can deduct \$5 from your booth fees if you decide to decorate your booth yourself (except major food vendors).

Please check one: _____ Arts & Crafts _____ Educational/Informational _____ Food

_____ Need electricity **ADD \$25**. (Electricity is very limited. 8 amps max, first-come, first-serve basis. **One plug/outlet per non major food vendor space**. Vendor is responsible for **extended** power cord.) If you need a 220 volt outlet, you will need to supply your own **QUIET** generator.)

_____ Special Needs: Handicapped accessibility (please check here)

The Oktoberfest Day Committee has the right to deny any vendor application and will determine the vendor booth locations. **Vendor locations will not be assigned until payment is received.** All vendors will be accepted on a first-come, first-paid basis. *Note: We cannot guarantee exclusivity on your booth items. However, every effort will be made to keep repetitive items to a minimum. Therefore, it is important to give us a good description of all items.* Booth set-up is from 8 – 10:30 am for those food vendors that need extra time and 9 – 10:30 am for the rest of the vendors. All booths must be set up by 11 am. Booth tear down begins at 6 pm at the event closing. **Vendor assignments will be made and you will be notified by October 2, 2018.**

IDEMNITY AGREEMENT

I (we) understand that participation in Berthoud Oktoberfest activities are accompanied by certain risks. In consideration for being allowed to participate in these activities, I (we) waive and release the Berthoud Area Chamber of Commerce, Town of Berthoud, Fire Department, and all other Berthoud Oktoberfest organizers and persons participating in this event from liability proximately caused by their negligence. I (we) agree to indemnify and defend all organizations and persons from all liability arising from my (our) participation in the activities of Berthoud Oktoberfest. Workers shall not be held liable for property damage, theft or personal injury to exhibitors, its agents regardless of how such injury or damage may have occurred. We reserve the right to accept or reject any exhibitor and shall have the right to make rules and regulations for the festival that deems proper and necessary.

Signature _____ Date _____



OKTOBERFEST VENDOR PAYMENT FORM

(Send in With Registration Form)

PLEASE PRINT

Business/Group/Organization _____

Contact Person _____ Telephone _____

Payment (circle one): CHECK # _____, CASH, CREDIT CARD (Visa or Master Card only)

For Credit Card Payments only:

Name on Credit Card _____ Card # _____

Expiration Date ____/____/____ CVV CODE (on back) _____

Signature _____

Billing Address _____

City _____ State _____ Zip Code _____

Please make sure to include:

____ Completed Registration Form

____ Payment (Make **vendor check** payable to BACC and MAIL TO: BACC, P.O. Box 1709, Berthoud, CO 80513.)

____ Larimer County Special Event Guidelines Form (**Food Vendors**) You can get a copy from the Department of Health and Environment, 1525 Blue Spruce Dr., Fort Collins, CO 80524 or call 970-498-6775.

____ Berthoud Sales Tax License number on Registration Form. **\$20 one-time fee. Make tax check payable to Town of Berthoud and MAIL TO: Town of Berthoud, P.O. Box 1229, Berthoud, CO 80513. Download form on Berthoud Day website page. (www.BerthoudOktoberfest.com)**

Please return the completed vendor registration form (not tax form) and payment to:

Berthoud Area Chamber of Commerce
P.O. Box 1709, Berthoud, CO 80513

For office use only

Date Received _____ Form of Payment _____ Amount _____

Space Assigned _____ Special Events Food Facility Form Received _____