



2018 – 64th Annual Berthoud Day

Saturday, June 2, 2018

12 pm – 9 pm

Town Park, 600 7<sup>th</sup> Street, Berthoud, CO

# Berthoud Day

## VENDOR REGISTRATION FORM

Application Deadline: Friday, May 18, 2018

**PLEASE PRINT**

Business/Group/Organization \_\_\_\_\_

Contact Person \_\_\_\_\_ Telephone: \_\_\_\_\_

Mailing Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Email: \_\_\_\_\_

Berthoud Sales Tax License # \_\_\_\_\_ (Town requirement to be a vendor.)

**NO REFUNDS**

Booth Size:	10 x 10	10 x 20 (DBL FEE)	NO toy guns, weapons, colored hair spray or spray foam may be sold.
\$75 Non-Profit Organization (Proof of 501c[3] status REQUIRED)	_____	_____	

\$150 BACC Member (\$200 after 5.18.18)	_____	_____	Due to the family oriented nature of this event, not all booth requests may be honored. The BACC Board reserves the right of final decision.
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\$250 Non-Chamber Member (\$300 after 5.18.18)	_____	_____	
Premium Spot before 5.18.18 (\$200 Chamber, \$350 Non-Chamber) = (single) _____ (double – fee x2) _____			

Please check one: Arts & Crafts \_\_\_\_\_ Demonstration \_\_\_\_\_ Entertainment \_\_\_\_\_ Food \_\_\_\_\_ Informational \_\_\_\_\_

\_\_\_\_\_ Need electricity **ADD \$25**. (Electricity is very limited. 8 amps max, first-come, first-serve basis. **One plug/outlet per vendor space**. If more is needed for food vendors, you need to bring your own **quiet** generator. Vendor is responsible for **extended** power cord.) There are only 4 spots available for electricity if you are NOT a food vendor.

\_\_\_\_\_ Special Needs: Handicapped accessible (please check here)

The Berthoud 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 food booth menu items. However, every effort will be made to keep repetitive food offerings to a minimum. Therefore, it is important to give us your menu of all items.* Booth set-up begins at 7 am for those food vendors that need extra time and 8:30 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 vendor event closing. **Vendor assignments will be made and you will be notified by May 31, 2018.**

### IDEMNITY AGREEMENT

I (we) understand that participation in Berthoud Day 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 Day 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 Day. 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 \_\_\_\_\_



## BERTHOUD DAY 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 (<http://www.berthoudcolorado.com/news-events/berthoud-day>).

**Please return the completed forms 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 \_\_\_\_\_