



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:	10 x 10	10 x 20 (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 7<sup>th</sup> 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](http://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 \_\_\_\_\_