

**4th Annual CONIFER MOUNTAIN MUSIC FESTIVAL
BEAVER RANCH - CONIFER, COLORADO
AUGUST 7, 2010**

2010 FOOD and RETAIL VENDOR RULES

The 2010 4TH ANNUAL CONIFER MOUNTAIN MUSIC FESTIVAL will be held August 7, 2010 and feature a national musical act and many numerous Colorado bands on 2 stages, artisans, crafters and food vendors at the beautiful Beaver Ranch Open Space Park located in Conifer, Colorado, 30 minutes from the Denver metroplex.

Space is limited and is first come first serve. Register early and save on booth fees!

We are looking for food and retail vendors to complement the festival. Vendor selection will be limited and will be based on providing a well-balanced vending area. Our committee will choose these vendors from the applications received. Applications must be received by Red Stag Productions, LLC. (with payment) by January 30, 2010 (for the early registration with discount) or no later than July 15, 2010 as a final deadline. A written confirmation with logistical details of the day's event will be mailed to you. We reserve the right to make a final decision on your application.

'Standard' and 'Premium' Booths

Each vendor will be supplied with a 10' x 10' space unless you select and pay for additional space in which case the price is double. Vendors may opt to pay for a 'standard' booth (located in VENDOR ALLEY between Stages 1 and 2) or a 'premium' booth space at a higher price (located in the EVENT FIELD adjacent to Stage 1, which is the MAIN STAGE). Booth fees are listed below and vendors are given priority on selection of their site - on a first come first serve basis (when booth fees are paid). Site selection by vendors will begin February 1, 2010. A site map will be posted on-line.

Save 25% on Vendor booth fees if your application and payment is received no later than January 30, 2010.

Vendors are responsible for constructing, furnishing and maintaining their own booth materials, leftovers and trash. Vendors' booths must have:

- An attractive, professional and well-maintained appearance. Professional looking signage and pricing materials.
- Tent space with protective wind and rain resistant roof. Vendors should prepare for any type of weather, particularly wind and rain (including late afternoons thunderstorms). Tent tie-downs (i.e....water jugs) are required and be aware that booth sites may not be perfectly level.
- Vendors will be allowed to bring their vehicle and trailer onto the grounds or vendor area for check-in, setup and take down, but NOT during the event hours. Vendors may park their vehicles adjacent to the event site.
- All vendors that are using cooking equipment (grills, burners, stoves, warmers, etc.) must provide their own fire extinguisher and tie-downs for any propane tanks and must comply with fire codes and related regulations adopted by Jefferson County and the Elk Creek Fire Protection District. All vendors that require the use of cooking equipment or an open flame shall be required to use a Flame Retardant Tent.
- **Pets.** Pets are not allowed on the festival grounds. Service animals, which are registered with the State of Colorado and used for the purpose of aiding a disabled individual, are exempt.
- **Product Restrictions.** Acceptance is based on the understanding that Vendors will sell only those items listed on their applications. Additional items may NOT be sold without the event organizers expressed consent (including no sales of other food and beverage).
- **Vendors may not sell the following items: Alcoholic beverages.**
Failure to adhere to these will result in the Vendor's

merchandise being confiscated and the Vendor removed from the Festival site, without refund, and prohibited from participation in future events.

- **Sales Taxes.** Vendors must have either a general Colorado Tax License or a Colorado Single or Multiple Event Sales Tax License. For information about Colorado Sales Tax Licenses, call 303-238-7378 for sales tax info. or visit http://www.revenue.state.co.us/TPS_Dir/home.asp.
- **Each vendor is responsible for the collection and payment of sales tax to Jefferson County and the State of Colorado as required.**
- **Sanitation.** Food booths should dispose of all slop, grease, waste, or “grey” water in appropriate containers. This type of waste is deemed hazardous, and therefore we ask that you DO NOT dump any of it in the regular trash containers. Vendors found dumping waste on the ground will be shut down immediately for the remainder of the event. Vendors are responsible for disposing of this waste themselves in an appropriate manner off-site. Dumpsters will be on site for the disposal of ordinary, non-hazardous trash.
- **Tent, Table/Chairs and Electricity.** Electricity costs are extra with limited availability. No Generators will be allowed. Tables, chairs and tents are available for rent if you need them, but you must make that selection below.

Jefferson County Retail Food License for Temporary Events (Food Vendors):

Food vendors shall comply with Jefferson County Dept. of Health regulations and license requirements. Please return the attached Jefferson County FORM 3610 (*do not send to Jefferson County Health Dept.*).

Insurance Policy (Food Vendors):

Food Vendors are required to have minimum insurance coverage in effect that covers the Vendor’s booth operations. *Please attach copy of declaration page*

showing valid comprehensive general liability coverage at minimum of \$1,000,000 policy limits per occurrence for Bodily Injury and Property Damage, and an aggregate limit of at least \$2,000,000 CSL. Policy shall reflect coverage for Premises/Operation and Products Liability). The Policy shall name Red Stag Productions LLC and Red Stag Community Foundation, Inc. as additional insureds for the term of the event. You must enclose proof of insurance.

Please return your application (pages 4 and 5 below) to **Red Stag Productions, LLC. 806 16th St. Golden, Co. 80401.** Include your application fees and proof of insurance and health certificate form. **NOTE: *If an additional, on-site inspection is required by the Health Department (before the festival opens) to visit your booth, you will be billed an additional \$50.00 after the event.*** Your application fees less a \$25 administrative fee, will be refunded should your company not be selected.

Refund policy: If you register and pay for the event and need to cancel, we must receive a written notification by June 1 in order for refund of your fees less a \$25 administrative fee. NO refunds will be granted after June 1st.

The Event Hours are 9:30 am – 7:00pm. Booth selection will be awarded on a first come first serve basis. Payment of your booth fees will place you in line for site selection. Vendors will be contacted beginning February 1st for site selection.

Set-Up will be the day before the event on August 6, 2010. Vendors must check in and obtain their vendor packet, inspect their site and set up their tents in their booth space on Friday August 6. Security will be available August 6 and 7. You will be contacted in advance to coordinate your set up time.

Your vendor set-up packet will be given to you on August 6 and will include two (2) wristbands for you and another person to assist you during the event. All persons in your booth **MUST** be wearing a wristband during the event (NO ‘ins and outs’). Wristbands must be purchased for any additional persons in your booth. Vendors will receive a discount price on additional wristbands to be purchased.

