

## VENDOR REGULATIONS AND INFORMATION FOR MANCOS VALLEY FESTIVALS IN BOYLE PARK

### FEES AND EXPENSES

- **Booth fees:** \$55.00 for a 10X10 space \$95.00 for a 10x20 space
- **Non-Profit:** \$30.00 for a 10x10 space \$40.00 for a 10x20 space
- **Town of Mancos permit fee:** \$10.00 (one-time fee if not previously paid)
- **Electricity:** 110-volt electrical outlets for an **extra charge of \$15.00**. Participants must supply their own heavy-duty extensions cords, a **minimum of 50 feet in length**.
- **Taxes:** The **Colorado Dept. of Revenue** requires vendors to have a single or multiple special events license, and a Colorado sales tax number. You are responsible for collecting and paying a 2.9% State tax and .45% County tax. A **4% municipal tax** is to be paid to the **Town of Mancos after the event**. Failure to submit required taxes would prohibit future participation. Questions: Town of Mancos 533-7725

### APPLICATION DEADLINE:

**50<sup>TH</sup> Annual Mancos Colorado Days:** Friday, June 26, 2009.

**Mancos Valley-Mesa Verde Country Balloon Festival:** Friday, August 28, 2009

You will be notified of acceptance. All payment for all fees (booth, Town of Mancos permit and electricity) must accompany vendor registration. Refunds are issued for vendors not accepted. **No refunds are made for inclement weather.**

**Mail applications and fees to:** Mancos Visitor Center, PO Box 494, Mancos, CO 81328

**For more information contact:** Sheila Myers at (970) 533-7434

### BOOTH:

Bring your own shade. Participants will be responsible for providing any city, county or state licensure, certificates, or safety inspection documentation required by law. **ALL food vendors must be approved by Montezuma County Health Department prior to consideration of their application.** Contact the Montezuma County Health Department at 970-565-3056 for details and applications.

### SAFETY:

- All signs, tents and furnishings used by vendors must be secured in such a way to avoid being blown away by winds and possibly causing physical injury or property damage.
- All vendors using liquefied gas products for their activities shall be required to have a First Aid Kit and at least one 5-lb. ABC fire extinguisher or two 2 ½ lb. extinguishers at their booth.
- The sale of articles considered potentially harmful or dangerous to the health, comfort, or welfare of participants is PROHIBITED (knives etc.) Vendors attempting to sell any of these items will be closed without refund of booth fee.
- **We are pet friendly, however no pets are allowed in the park during this event.**

### SECURITY:

Security will be provided **Friday night only**. It is the responsibility of the vendors to properly secure their booths. By signing the application, the vendor agrees to release, defend, indemnify and hold harmless the Mancos Colorado Days Association and the Town of Mancos, its agents and employees, from and against any and all claims, damages, losses and expenses, including reasonable attorney's fees in case it shall be necessary to file an action arising out of any bodily injury, death or property damage which occur during the event. Damage to any property of the town will be assessed and fined. Vendors are required to keep booth areas free of trash, paper or refuse of any kind.

### PARKING:

A designated parking area for all vendors will be provided. You will be able to unload in Boyle Park (with your own dollie), set up your booth, and then drive your vehicle to the parking area. You will receive a parking permit upon arrival for set up.