



**Celebrating 28 years on Saturday, August 3<sup>rd</sup>!**

**VENDING RULES, REGULATIONS AND INFORMATION**

Welcome to the 2019 Olathe Sweet Corn Festival! This year we are very proud to celebrate our 28<sup>th</sup> Anniversary. We will continue to commemorate the rural American lifestyle of agriculture and farmers providing fresh, nutritious food for our tables, as well as supporting the non-profit organizations in and around our community. **PLEASE NOTE THAT THE EVENT WILL TAKE PLACE AT THE MONTROSE COUNTY EVENT CENTER.**

**RESTRICTIONS** – Only commercial businesses are allowed to participate in this vending category. Any vendor offering services or products that is not pre-approved will be removed from the festival site.

**APPLICATIONS** – All booths are assigned on a first come, first served basis. If you wish to request a specific location, please include it on your application form. The Festival staff will make every effort to accommodate requests, but offer no guarantees.

**BOOTH** – The Olathe Sweet Corn Festival provides a booth space that is 10’ wide x 10’ deep for Commercial Vendors and 20’ wide x 10’ deep for Food Vendors. The vendor is responsible for any and all items needed for their space including cover, tables and chairs. **Limited spaces with electricity are available at an additional cost** and all vendors requiring 110 volts cannot exceed 20 amp service. The vendor must provide a 100’ extension cord capable of carrying the electrical supply needed. Booth decorations may not extend farther than 5’ (including guy wires) from the front of the booth space.

**LATE FEE** – It is to your advantage to get your vendor registration fees in early. After July 1<sup>st</sup>, a late registration fee will be assessed.

**HEALTH DEPARTMENT** – Vendors serving any type of food or drink, including licensed food vendors, must contact the Health Department for pre-approval into this year’s festival. This includes non-profits or other organizations that normally do not serve food or drink. Please contact Environmental Health Director Jim Austin directly at: (970) 252-5067 or [jaustin@montrosecounty.net](mailto:jaustin@montrosecounty.net). Applications will not be accepted without pre-approval by the Health Department. **This year we also require you to list your menu with your application.**

**SOFT DRINKS** – Food vendors may NOT sell carbonated beverages or water. Due to a generous sponsorship agreement between the Festival and Pepsi Bottling Group of Montrose, food vendors will **NOT BE ALLOWED** to sell soft drinks or water. Acceptable drinks include “homemade” items such as: freshly squeezed juices, shaved ice drinks, milkshakes, etc.

**INSURANCE** – All food vendors must supply the Corn Festival a Certificate of Insurance listing the Olathe Sweet Corn Festival named as additional insured with a minimum of \$500,000 of coverage. Applications will not be accepted and booth assignments will not be given until the certificate is received.

**SALES TAX** – All vendors must report income and pay all applicable taxes directly to the State of Colorado.

**SET-UP** – Vendor set-up will begin at 2:00 pm on Friday, August 2nd. The doors will open to the public at 11:00 am on Saturday, August 3<sup>rd</sup>. (The festival reserves the right to change these times)

**ELECTRICITY** – The Festival does not provide electric service to vendors who require more power than 110-volt 20-amp service. Limited number of booths will have power this year. Food Vendors are now required to furnish their own source of power in the form of low noise generators, there will not be power available in the food court this year. Please plan for your power needs before you arrive at the festival grounds. Each vendor must furnish its own electrical cords. Electricity is provided by the OSCF where available. All equipment regardless of power source must comply with all national, state and local safety codes. All cords used to connect to a power source shall be three (3) wire grounded UL approved type cord of appropriate gauge. In the event of disruption in electrical or water service, Montrose County & OSCF Committee or any of its elected or appointed officials, officers, employees and/or agents shall not be held responsible for any damage, including but not limited to, any food products or equipment. The OSCF Committee reserves the right to refuse to connect service to a space that is not safe or wired according to code

**VENDOR SET UP** – All vendors must be set up and ready to receive customers by 10:00 am on Saturday, August 3<sup>rd</sup>.

**DAMAGE DEPOSIT** – Every vendor is required to pay a refundable \$100 damage deposit before the event. Please include a separate \$100 check made out to the Olathe Sweet Corn Festival. You may not include the deposit in a credit card payment. Your vending space will be inspected on Sunday morning following the event. If it is determined that no damage occurred to your area, your check will be mailed to you. If the Olathe Sweet corn staff determines that damage has occurred to your space beyond the normal wear and tear, you will be notified of the damage and the \$100 will be retained by the Olathe Sweet Corn Festival and used to repair the damage.

**CANCELATION** – Vendor requests to cancel the purchase of a vending space will be honored based on the following time table.

Up to June 15<sup>th</sup>                      100% refund

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| June 16 <sup>th</sup> – July 1 <sup>st</sup> | 50% refund |
| After July 1 <sup>st</sup>                   | No Refunds |

**BOOTH ASSIGNMENT/CONFIRMATION PACKETS** – Booth spaces will be assigned as soon as the Corn Festival Committee approves your vendor application. Confirmation packets will be mailed to you before the date of the event. This packet will include your parking passes and wristbands. If your application is processed near the event date, we will have your packet available for pickup at vendor check-in during event setup.

**VENDING AREAS** – Inside areas will be limited to commercial and other non-food vendors. Food vendors will only be allowed outside in the Food Court area.

**TRASH** – Vendors are required to keep their booth area free of trash, paper or refuse of any kind and must leave the area clean after the event is over.

**PARKING PASSES/AREAS** – If space is available, food vendors will be allowed to park near/behind their vendor booth. All other vendors will be given a pass, if necessary, to park in general parking.

**VENDOR PASSES/WRISTBANDS** – All accepted vendors will receive two general admission wristbands in their confirmation packet. Everyone working in your booth must wear a general admission wristband. Additional wristbands are available for purchase. We strongly encourage purchasing these in advance (see vendor application form). Wristbands may also be purchased at the vendor check-in during set up.

**EXCLUSIVITY** – Festival staff will make every effort to insure that a diverse selection of food items and merchandise are available to attendees. However, the Festival offers no guarantee to exclusivity to any vendor.

**PROPERTY** – The vendor assumes all responsibility for property left at the site. All property taken into the Festival site by the vendor is done so at the vendor's own risk. The Festival shall not be responsible for any loss due to damage from fire, theft, windstorm or any other cause whatsoever. Nor does the Festival take responsibility for actions on vendor's part that results in officers of the law or any government agency seizing property or stopping or preventing the vendor from operating.

**INDEMNIFICATION** – the vendor agrees to release, defend, indemnify and save the Olathe Sweet Corn Festival and Montrose County from and against any and all loss, cost, expense and claims for damage and injury, including death to persons or damage to property resulting from acts or omissions by the vendor, its agents or employees. By signing the enclosed application form, the vendor understands and agrees to the rules and regulations stipulated above.

**ICE** – Ice will be available for purchase at the festival.

**PETS** – Absolutely no pets are allowed on the Festival site.

**SOCIAL-MEDIA** – Once your organization has been approved to attend the festival, we ask that you advertise your presence at the festival through various social-media outlets for, at minimum, two weeks before the festival. This includes, but is not limited to: Facebook, Twitter, company website

The Olathe Sweet Corn Festival reserves the right to cancel this agreement at any time for cause. **THIS EVENT HAPPENS RAIN OR SHINE. NO REFUNDS WILL BE GIVEN.**

