



Golden Fine Arts Festival

www.goldenfineartsfestival.org

August 18-19, 2012

Saturday & Sunday 10 am – 5 pm

Food Vendor Rules & Regulations

The 22nd Annual Golden Fine Arts Festival will take place in the historic downtown district of Golden, Colorado. To apply as a food vendor to this Festival, please complete the enclosed application. In order for your application to be considered, we must receive it, postmarked no later than **April 15, 2012**.

Food Vendor Fee: \$250.00 for each 10' x 10' space + 10% of Gross Sales

Your exhibit fee is non-refundable once you are accepted as a food vendor. Your application is a commitment to participate in this show. Your exhibit fee will be refunded if your application is not accepted.

The Golden Fine Arts Festival maintains its own soft drink and bottled water concessions. Food vendors may not sell soft drinks nor bottled water.

Golden Fine Arts Festival Policies for Food Vendors Questions? Please Call: (303) 279-3113

- A Night Security Guard will patrol the Festival area; however, the Golden Fine Arts Festival and the Greater Golden Chamber of Commerce takes no responsibility for theft of art, loss or damage of equipment or injury to any person. **You still need to secure your valuables including all of your equipment.**
- No Food Vendor will be automatically accepted into the Festival because of past participation.
- A space will be designated for you. You must provide an attractive, professional outdoor display with a cover for protection from the weather. Colorado weather is very unpredictable; plan accordingly for rain, bright sunshine or wind. **The Golden Fine Arts Festival takes place rain or shine!!**
- Electricity is available for food vendors in some locations.
- Parking for vendors is available in nearby parking lots/ramps.
- If you leave your booth in place overnight, you do so at your own risk.
- We will discuss our volunteer coupon system with you if accepted.
- **Pets are not allowed.**
- The show organizer assumes no responsibility for your bodily safety or that of your equipment resulting from any cause including your own negligence or that of others.
- Artist set-up is allowed between noon – 8:00pm on Friday, August 19th or Saturday morning, 6:00am–8:00am. All vehicles must leave the Festival area by 8:30am Saturday morning. Set-up information will be mailed by August 4th.
- **Although the Festival ends at 5:00pm on Sunday, NO VEHICLES will be allowed on the festival street until at least 5:30pm Sunday. At 5:00pm, you may close your tent, but you cannot bring your vehicles in until authorized by safety officials.**

HEALTH DEPARTMENT LICENSE

1. All Food Vendors must possess a valid **License to Operate a Food Establishment in Colorado!**
2. You must submit a **Retail Food Establishment License Application** to the Jefferson County Department of Health & Environment. 303-271-5700. <http://health.jeffco.us>
3. You must possess an approved **Application to Conduct a Temporary Retail Food Service Establishment.**

SALES TAX

All vendors **must** collect a city and state sales tax of 7.6%.

You **MUST** obtain a “Special Events License” from the Colorado State Dept of Revenue if you do not have a current Colorado Sales Tax License. Call the Dept. of Revenue at 303-238-7378 (or www.taxcolorado.com) for Form DR 0589. **You are responsible** for the payment of the 4.6% sales tax due to the State of Colorado.

You do not need to purchase a Golden sales tax license. *A Golden representative will collect 3% based on your sales at the end of the show Sunday afternoon.*

Check-in for food vendors is between noon-8:00pm, Friday, August 17 or 6:00-9:00am, Saturday, August 18 at the Registration table. You must be set up and ready to serve by 10:00am through 5:00pm on Saturday and Sunday.

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Food Vendor Application

Thank you for applying to be a food vendor at the 2012 Golden Fine Arts Festival. **The application deadline is April 15, 2012.** Your submission must be postmarked no later than that date. You will receive acceptance notification within four weeks of our receiving your application. Your vendor fee will be refunded at that time if you are not accepted.

Mail your completed application with a check for **\$250.00 for each 10' x 10' space requested.** Make your check payable to the **Golden Fine Arts Festival.** A Festival representative will pick up the additional fee of **10% of your Gross Sales** at the end of the Festival.

Vendor Name: _____

Company Name: _____

Street Address: _____

City: _____ State: _____ Zip: _____

Phone (daytime): _____ Evening: _____

FAX: _____ E-Mail / Website: _____

Describe the type of food you offer and other festivals or events that you've participated in.

Food Vendor Signature Required: *"I, the undersigned Food Vendor, hereby shall indemnify, defend and hold the Golden Fine Arts Festival and the Greater Golden Chamber of Commerce, their successors, agents, and assigns, harmless against all claims, losses, expenses, liabilities and damages, arising out of my participation in the Golden Fine Arts Festival. I agree to abide by all rules set forth herein. The Golden Fine Arts Festival and the Greater Golden Chamber of Commerce assume no responsibility for the safety of my equipment, my booth, my body or my agents resulting from any cause including my negligence or the negligence of others."*

x _____
Signature of Food Vendor Date

Incomplete applications will not be considered

Application Checklist

Please make sure you have enclosed the following:

- ___ 1) Completed, signed application
- ___ 2) \$250. for **each** 10' x 10' Space
- ___ 3) Copy of your Colorado Sales Tax License
- ___ 4) Copy of your Colorado Retail Food Establishment License
- ___ 5) Copy of your Jefferson County Retail Food Establishment License
- ___ 6) Copy of your Jefferson County Application to conduct a Temporary Food Service Establishment
- ___ 7) A promotional brochure or information sheet.
- ___ 8) A list of items you would like to serve.

Mail to:
Golden Fine Arts Festival
1010 Washington Ave.
Golden, CO 80401
303-279-3113