

2018 Boulder Creek Festival® Exhibitor Application

**Please first refer to the BCF "Exhibitor Information" packet for instructions on how to apply*

Applicant Name

Business Name

Mailing Address

Cell Phone (on-site contact)

/ *Alt. Phone*

Email Address of Weekend Booth Manager (to whom info packet should be sent)

Web Site

Intended use for BCF booth (i.e. sell products, promote business/attract customers, recruit volunteers, provide a service, etc.)

Will you be selling anything at the BCF? YES NO (If YES, please list the products here):

Boulder Sales Tax License # (required) _____

State of CO Sales Tax License # (if applicable) _____

To pay by credit card (Visa, MasterCard, American Express, Discover) \$ _____
Amount to Charge

Credit Card Number _____ | _____ / _____ | _____
Expiration Date *CVC Code*

Notes:

Event Areas (please select one):

- Art Show
- Artists' Marketplace
- Central Park Commons
- Festival Square
- Kids' Place
- Outdoor Adventures
- Spirit of Boulder

If applicable: I request Booth # _____

Are you willing to move to another area if space is limited in your 1st choice?

Yes, here are my second/third choice area(s):

No, if I can't be accepted into my 1st choice I'd like to cancel my application.

Electricity Request for Merchants or Non-Profits

110 volts, up to 2000 watts: \$100

Please list all the equipment & required VOLTS and AMPS that you will be plugging in:

EQUIPMENT:	VOLTS:	AMPS:

Check List

Before you mail in your application, be sure you have included everything!

- Exhibitor Application & Agreement: 3 pages completed and signed
- Zero Waste Participation Agreement Form (pg. 4): Completed & signed
- Booth Fee: Artist (\$575) • Merchant/Service (\$525) • Non-Profit (\$300) Premium (\$1,500)
- Processing Fee (for all applicants): \$35
- Artists & Merchants/Services: Photos/brochure & booth information
Non-Profits: 501(c)(3) letter, mission statement & booth description

If Applicable:

- Electricity Fee (not for Artists in the Art Show): \$100
- Discount (applicants applying on or prior to 11/10/17): -\$35
- Late Fee 1 (applicants applying between 1/26/18 – 3/23/18): \$35
- Late Fee 2 (applicants applying on or after 3/24/18): \$50
- Shared Booth Fee: \$35 per applicant
- Sampling Fee: \$400

2018 Boulder Creek Festival® Exhibitor Agreement

Boulder Creek Events (BCE) believes in equal opportunities for all artists, merchants, and organizations and will actively seek fair evaluation of all applications. We do not allow personal beliefs to conflict with application consideration, and we will pursue an equal balance of portraying each side of any issue, topic, or concern. In selecting participants, criteria may include past history, the promptness of application arrival, and event area accommodations. BCE reserves the right to deny acceptance of any applicant if past experience or other factors warrant exclusion.

As a participant of the 2018 Boulder Creek Festival® (BCF), I fully agree to the following:

I recognize and acknowledge that I assume full risk of any injury, property damage or loss which I may sustain as a result of my participation in any and all activities connected with or associated with my participation in the BCF. Furthermore, I understand that I should carry my own insurance and that I store my products overnight at my own risk. I agree to waive and relinquish all claims I may have against BCE, the City of Boulder, Boulder Parks and Recreation, and all associated sponsors and staff of the BCF and agents thereof from any and all claims other parties may have resulting from injuries, damage, or loss caused by, arising out of, connected with, or in any way associated with the activities of the BCF.

I agree to provide photos and a specified list of all things I plan to distribute, sell, or display, and I acknowledge that I may not be permitted to exhibit each of the items I submit. I understand that all photos and other materials I submit will become the property of BCE; if I wish to have any of my materials returned to me after the BCF I have specified this in my application and have enclosed a self-addressed, stamped envelope. I understand that while I may request a specific booth location, there are no guarantees that I will necessarily receive the booth space that I request. I agree to pay all the necessary fees set forth in this application. I understand that my credit card will be run and/or checks deposited upon application arrival, although I may not be selected to exhibit at the 2018 BCF. I further understand that if I am not accepted into the BCF, or if I cancel my application, I will receive a refund for my booth fee (processing fees and late fees are not refundable) which will be mailed after the 2018 BCF. I understand that all cancellations must be made in writing and must be postmarked, emailed, or faxed by no later than May 4, 2018. I understand that, in the very unlikely event of BCF cancellation due to weather and/or other unforeseen issues, exhibitor fees will not be refunded. I agree to be present for all three days of the BCF: 5/26/18 – 5/28/18. I agree that if I have not arrived and set up by 12pm on Saturday, May 26, or if I leave the BCF early, I forfeit my booth space and all fees. If I intend to be late on any of the three days, I must acknowledge this to the Event Manager in my area or I may forfeit my booth space. I agree that all demonstrations and exhibits may be photographed for publicity purposes.

I understand and agree to abide by the rules of this agreement.

Applicant Name: _____ Date: _____

Applicant Signature: _____

If Applicable:

Vendors who wish to share a booth: I have reviewed and fully understand the requirements to share a booth at the 2018 BCF. I have submitted my Shared Booth Fee (\$35) and processing fee (\$35) and have made arrangements to pay my portion of the full application fees with the exhibitor with whom I plan to share a booth.

I plan to share a booth with: _____ (Applicant Name)

Boulder Creek Festival® Zero Waste Participation Agreement

As a vendor participating in the 2018 BCF, I agree to distribute only locally recyclable or compostable materials as stated on the 2018 Exhibitor Information sheet (below.) It is my responsibility to purchase appropriate Zero Waste materials for the event and I will use the Zero Waste Coordinator as a reference if I have any questions. I also agree to properly sort my discards and make use of Zero Waste stations during the event.

Business Name: _____

Representative Signature: _____

Phone Number & E-mail address: _____

ZERO WASTE *(section copied from 2018 BCF Exhibitor Information packet)*

BCE is proud of our continued efforts to make the BCF a Zero Waste event! The goal at a Zero Waste event is to only distribute materials that are locally recyclable or compostable and to sort as much of our generated waste into the compost and recycle collection bins as possible. As a vendor at this event, you are the key to the success of our Zero Waste efforts and will be held to the following guidelines when distributing information about your business or organization. Please note that merchants sampling food and drink products must first be approved by the BCE office to ensure compliance of your materials.

ACCEPTABLE	NOT ACCEPTABLE
Office paper, including flyers, brochures, programs, etc. A minimum of 30% post-consumer recycled content is suggested.	Neon, fluorescent, goldenrod and dark colored paper or Kraft (orange-brownish) envelopes. These are not recyclable due to deep & dark dyes.
Portion cups, sample cups, plates and bowls must be paper-based without a plastic lining. <i>The manufacturer box must be present to prove the compostability of the product.</i>	Styrofoam containers, paper containers with a plastic liner, compostable corn-based cups or plastic containers.
Unwrapped samples distributed with a paper napkin, paper cupcake wrapper, wooden stir stick, toothpick or compostable utensil (<i>must prove compostability of utensils by having manufacturer box present</i>).	Individually packaged foods (energy bar wrappers, candy wrappers, cellophane, etc), plastic utensils or aluminum foil.
Aluminum cans, aseptic containers (like juice boxes), drink cartons and plastic narrow-neck bottles greater than 6oz. <i>Smaller plastic containers are not locally recyclable.</i>	Glass containers, plastic bottles less than 6oz., plastic tubs, aluminum foil or juice pouches.
Unpackaged promotional materials that are reusable (pens, key chains, etc.).	Plastic bags, plastic packaging, cellophane or Mylar packaging.