

CKS PADDLEFEST 2019

VENDOR APPLICATION

Application Due by [March 15th](#) > Acceptance confirmation by [March 17th](#) > Payment due by [April 1st](#). Check out our Sponsorship opportunities to skip the wait!

Because vendor space is competitive for CKS Paddlefest, and we want the best experience for our participating vendors and the customer, please read the below vendor expectations before applying to a vendor spot.

Applications should be emailed to megan@cksmainstreet.com or mailed to:

Megan Kingman
P.O. Box 730
Buena Vista, CO 81211

VENDOR EXPECTATIONS:

- Staff member must be onsite/ present during vendor hours (see below)
- Enthusiastic about outdoor recreation and the Colorado Lifestyle
- Inclement weather is not unusual in Colorado. The event will proceed regardless of weather. Be prepared.
- You will be prepared to set up during setup hours, you will not break down before breakdown on Sunday.
- Vendors selling goods are required to either obtain a Buena Vista Business License, or to pay an event fee of \$15.00. Business Licences are valid through Dec. 31st, 2018, and can be downloaded at <https://www.buenavistaco.gov/DocumentCenter/View/181>. If you would prefer to pay the one time event fee, you may add an amount of \$15.00 to your security payment to CKS due on April 1st.
- Vendors must submit a log of sales to CKS, as well as payouts based on sales, no later than June 3rd.

VENDOR HOURS:

Setup: Friday 12:00PM-4:00PM

Breakdown: Sunday after 5:00PM

Required times to be present:

Friday 4:00 - 7:00 PM, Saturday 11:00 AM - 7:00 PM, Sunday 9:00 AM - 5:00 PM.
Any time the vendors choose to be present outside of the above required times is up to them. The more energy & participation vendors can bring to the event, the better.

PRICING:

The fee for one 10x10 Vendor booth is \$100. No application fees are necessary. In addition to the security fee, vendors selling goods at Paddlefest will be subject to additional payouts based on a sliding scale. The sliding scale is as follows:

- Vendors earning less than \$300 are not subject to a pay out.
- Vendors earning between \$300 and \$600 pay 10% of their sales.
- Vendors earning between \$601 and \$1000 pay up to 10% of sales up to \$600 (\$60), and 15% of sales beyond \$600. Ex. Deduct \$600 from total sales, multiply remaining amount by 15%, and add to \$60.
- There is a fee cap at \$1500 in earnings -- Maximum payout of \$195 plus the \$100

BUSINESS INFORMATION

ORGANIZATION NAME:

ADDRESS:

CONTACT PERSON:

TELEPHONE:

CELL:

EMAIL:

WEBSITE:

ARE YOU SELLING GOODS AT PADDLEFEST?:

Yes

No

IF YES, HAVE YOU OBTAINED A BUENA VISTA BUSINESS LICENSE?:

Yes

No

IF YES, BUENA VISTA LICENSE ID#:

SALES TAX #:

DETAILED DESCRIPTION OF ITEM(S)/PRODUCT(S) TO BE SOLD

Genre/areas of service:

What is your product? Include Brand Names if applicable:

Who is your demographic?

Please indicate any special needs you may have.

Do you require electrical service for booth space? Yes_____ No_____
(Limited outlets available, Electricity cannot be guaranteed)

IMPORTANT! Once your application is accepted, you WILL NOT be able to sell any additional items not listed here. Violations may mean immediate cancellation of this agreement, forfeiture of all monies collected and vendor fee to CKS Main Street. Approval of Vendors will depend on product type, quality and pricing, vendor and staff cleanliness, appearance, public treatment and vendor history. Spaces will be assigned and confirmed.

Security payments are due no later than April 1st. Failure to make payment by this date may result in forfeiture of booth space and any monies paid. Pay outs and sales log are due to CKS no later than June 3rd, 2018. Failure to submit sales log and appropriate payouts by this date will result in ineligibility for future events.

_____ IN SUBMITTING THIS APPLICATION, I ACKNOWLEDGE AND AGREE TO THE ABOVE VENDOR EXPECTATIONS AND HOURS. I UNDERSTAND THAT A FAILURE TO MEET AGREED UPON EXPECTATIONS AND HOURS WILL RESULT IN INELIGIBILITY FROM FUTURE EVENTS.