



German American
Chambers of Commerce
Deutsch-Amerikanische
Handelskammern



2018 Denver Christkindl Market Vendor Application

APPLICANT'S BUSINESS NAME: _____

EMPLOYER IDENTIFICATION NUMBER (EIN): _____

BUSINESS ADDRESS: _____

BUSINESS NAME FOR USE ON BOOTH SIGN (if different from above):

PRIMARY CONTACT NAME: _____

PRIMARY CONTACT PHONE: _____ Text/SMS: Yes / No

PRIMARY CONTACT EMAIL: _____

Which method of communication is best to get in touch with you? _____

PRIMARY ON-SITE CONTACT NAME: _____

PRIMARY ON-SITE CONTACT PHONE: _____ Text/SMS: Yes / No

PRIMARY ON-SITE CONTACT EMAIL: _____

WEBSITE: _____

FACEBOOK: _____

OTHER MEDIA PAGE: _____

BOOTH DESCRIPTION FOR USE IN MARKETING MATERIALS: _____

LIST OF PRODUCTS: _____

Denver Christkindl Market will make an effort to limit number of vendors providing the same types of products. Providing an accurate inventory of available products will help the GACC-CO in this regard. Feel free to attach photos of your products for marketing purposes.



Booth Selection Process

Booth locations will be determined by the applicant and GACC based on the applicant’s level according to a point system. Applicant point level is calculated using the number of consecutive previous years of participation in the Denver Christkindl Market, number of anticipated 2018 booths, sponsorship amount of any events taking place at the Denver Christkindl Market (a list of sponsorship opportunities will be made available on June 1, 2018), as well as the applicant’s level of authenticity decided by the GACC.

Please fill out the table below, as applicable. See Appendix A for information on point system.

Category	# or Level	This Column for GACC Office Use Only
Number of booths applicant is applying for at 2018 Denver Christkindl Market (1, 2, 3...)		
Number of previous years applicant has had a booth at the Denver Christkindl Market consecutively (0, 1, 2, 3...)		
Denver Christkindl Market Sponsorship Level for 2018 (must be paid by Sept. 30th) (None, Bronze, Silver, Gold...)*		
Level of Authenticity (OFFICE USE ONLY) GACC reserves the right to select vendors that will fit the market best and fill needs, in addition to the point system.	X	

*If you would like to sponsor an event or band performance at the 2018 Denver Christkindl Market, please contact Carolyn Pohl at event-manager@gacc-co.org for more information.

Applicant hereby applies for admission as a vendor at the Denver Christkindl Market, which will be held from November 16 - December 23, 2018 (38 days of sale). The Denver Christkindl Market is produced by the German American Chamber of Commerce – Colorado Chapter (the “GACC”).



The applicant wishes to rent:

Booth Size (please select one)

_____ **Single booth:** 10 ft. x 7 ft. (9 ft. x 6 ft. inner) booth - incl. 2x20A/120V circuits power
Early Bird (Complete Payment Received Before August 1, 2018): \$4,250
Regular Rate (Complete Payment Received August 1 – September 30, 2018): \$4,800
Late Fee (October 1 and after): Additional \$25 per day until full booth fee has been received by GACC
Credit/Debit Card Transaction Fee: \$144

_____ **Double booth:** 20 ft. x 7 ft. (19 ft. x 6 ft. inner) booth - incl. 4x20A/120V circuits power
Early Bird (Complete Payment Received Before August 1, 2018): \$8,100
Regular Rate (Complete Payment Received August 1 – September 30, 2018): \$9,200
Late Fee (October 1 and after): Additional \$25 per day until full booth fee has been received by GACC
Credit/Debit Card Transaction Fee: \$276

_____ **Triple booth:** 30 ft. x 7 ft. (27 ft. x 6 ft. inner) booth - incl. 4x20A/120V circuits plus 30A/220V power, if necessary
Early Bird (Complete Payment Received Before August 1, 2018): \$11,950
Regular Rate (Complete Payment Received August 1 – September 30, 2018): \$13,600
Late Fee (October 1 and after): Additional \$25 per day until full booth fee has been received by GACC
Credit/Debit Card Transaction Fee: \$408

_____ **Quadruple booth:** 20 ft. x 14 ft. (19 ft. x 12 ft. inner) booth - incl. 6x20/120V circuits plus 30A/220V power, if necessary
Early Bird (Complete Payment Received Before August 1, 2018): \$15,800
Regular Rate (Complete Payment Received August 1 – September 30, 2018): \$18,000
Late Fee (October 1 and after): Additional \$25 per day until full booth fee has been received by GACC
Credit/Debit Card Transaction Fee: \$540

If applying for more than 4 booths, highest quantity plus additional single booths will be added together.

Electricity (please select one):

_____ Standard - 2x20A circuits 110V electricity, **no additional charge**

_____ Plus – each additional 20A circuit 110V electricity, **\$200** (enter quantity needed)

_____ Deluxe – 50A/110/208V Electric Service, **\$500**



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Upon submission of this application, please provide a \$200.00 refundable security deposit in the amount of \$200.00 in the form of a check.

If applicant is selected to be a vendor, they must provide an initial down payment of \$1,000.00 (credited toward rental fee) **no later than April 30, 2018** to secure booth space. At least one-half of the regular booth fee must be paid in U.S. Dollars **no later than August 1, 2018** or your booth may be given away to wait-listed applicants. **Early bird booth fees are available, if paid in full before August 1, 2018.** Vendor shall pay the remainder of the booth fee in U.S. Dollars **no later than September 30, 2018.** Failure to comply will result in a **\$25 per day fine** until payment has been received by the GACC.

All checks are to be made payable to the "German American Chamber of Commerce" with the name of your business and "booth fee" in the memo.

*Vendor may pay balance with credit or debit card, with an additional 3% transaction fee based on Regular Rate to cover online processing fees.

The GACC reserves the right to reject applicant's application for any reason, without limitation. Upon the GACC's acceptance of this application, the GACC will provide applicant with a Vendor Contract **if they have been selected for vendor participation.** Applicant shall have no right to participate in any manner in the Denver Christkindl Market, unless it has executed a Vendor Contract with the GACC and has paid the full booth fee to the GACC.

Date

Authorized Signature

Applicant Name

Please resubmit to: Carolyn Pohl, Event Manager
German American Chamber of Commerce - Colorado Chapter
1127 Auraria Pkwy, Suite 6
Denver, CO 80204
Email: event-manager@gacc-co.org



Appendix A

Denver Christkindl Market Vendor Ranking System

The Denver Christkindl Market Preference Points Ranking System is used to determine the order for vendor booth selection for each market. Vendors with more preference points will be offered options before Vendors with fewer points. If two or more Vendors have the same number of points, preference will go to the vendor who first submitted their signed agreement and complete booth payment.

PREFERENCE POINTS SYSTEM:

Each year, applicants can acquire points according to the following rules:

1. **# of Booths** – Each applicant obtains 1 point for every booth-space leased. In the rare instance of a half booth, the applicant will obtain .5 points.
2. **# of Years at CKM** – Each applicant obtains points based upon the number of consecutive years they have had a booth at the Christkindl Market. The current year counts as 1 year.
 - a. 1 - 5 Years, 1 point
 - b. 6 – 10 Years, 3 points
 - c. 11 – 15 Years, 6 points
 - d. 16 – 20 Years, 9 points
3. **Sponsorship Points** – Each applicant obtains 1 point for every \$1000 spent on sponsorships with a minimum sponsorship of \$500. Sponsorships include events such as the Euro Networking Night, Krampus Night and band performances. Contact Natalia Wobst at executive-director@gacc-co.org for additional information on sponsorship opportunities. Sponsorship levels are as follows:
 - a. \$500-\$1000, Bronze, 1 point
 - b. \$1000 - \$2000, Silver, 2 points
 - c. \$2000 - \$3000, Gold, 3 points
 - d. \$3000 - \$4000, Platinum, 4 points
 - e. \$4000 - \$5000, Sapphire, 5 points
4. **Authenticity Points:** On the occasion that the GACC encounters an applicant that offers something extra unique, and business has connections to Germany/Europe, the GACC will give additional points for authenticity.
5. **Point Deductions** - If an applicant does not participate for one year, the applicant will lose 50% of its points. If the applicant misses two consecutive markets, it will lose 100% of its points.