

Crested Butte Wine & Food Festival

July 25 – 29, 2018



Vendor Registration Information

Submit your completed application and payment to Elise Popp, Special Events Director

Mail: Center for the Arts
PO Box 1819
Crested Butte, CO 81224

Email: elise@crestedbuttearts.org

Fax: 970-349-5626

CRESTED
BUTTE
wine & food festival

RETURN BY MAY 11, 2018 TO ENSURE INCLUSION IN THE PROGRAM

Registration Options:

(Certain sponsorship levels may waive vendor fees. If you are interested in a sponsorship please contact Erica Vernon, Development Director, for more information: Erica@crestedbuttearts.org or 970-349-7487 x7)

Grand Tasting Vendor Table: \$ 200.00

The Grand Tasting is our signature and largest tasting event of the Wine and Food Festival! Sold out with over 500 attendees in 2016 and 2017. Please note, this fee is for space only and does not include the rental of a table or supplies.

Grand Tasting Date: Saturday, July 28, 2018

Grand Tasting Location: Big Mine Ice Arena- 620 2nd Street, Crested Butte, CO 81224

Grand Tasting Hours: Industry Hour: 2pm-3pm, General Admission: 3pm-6pm

Setup: 9am-1pm, **Teardown:** 6pm-7pm

Registration Includes:

- Two Festival Credentials: Access to Grand Tasting and Industry Hour
- Discounted lodging rates at the Elevation Hotel & Spa or Crested Butte Mountain Resort Lodging Properties. For more details or to make a reservation, please contact Elise: elise@crestedbuttearts.org or 970-349-7487 x6.

Headquarters Vendor Table: \$ Please contact us for details and pricing

Opportunity to reach Festival attendees before and after seminars, tastings, cooking demonstrations, and other Festival events taking place at the Center for the Arts. Festival events schedule available upon request.

Festival Events at Headquarters Dates: Wednesday, July 25th through Sunday, July 29th, 2018

Festival Headquarters Location: Crested Butte Center for the Arts – 606 6th Street, Crested Butte

Additional Product Placement Opportunities:

Want more representation at the Crested Butte Wine & Food Festival? Consider becoming a sponsor or making a donation to participant gift bags!

Seminar/Event Participant Gift Bag donations require a minimum of 12 items.

VIP Grand Tasting Gift Bag donations require a minimum of 50 items.

General Admission Grand Tasting Gift Bag donations require a minimum of 500 items.

Grand Tasting Auction donations can be single items with retail values of \$50-\$10,000.

Travel Information

Airport Service

Crested Butte, Colorado is serviced by the Gunnison-Crested Butte regional airport (GUC), a 30-minute drive from Crested Butte easily accessible by bus service. In the summertime, this airport is serviced from Denver International Airport via United Express. Limited direct flights can also be found from Los Angeles via Alaska Airlines, Dallas via American Airlines, Houston and Chicago via United Airlines. Another option is Montrose, Colorado (MTJ) which is located 90 minutes outside of Crested Butte. Both airports have rental cars. There is a small airstrip on the edge of Crested Butte for small commuter planes – if you need more information on this, please let us know.

From Denver or Colorado Springs

To arrive in Crested Butte from Denver by car is approximately 4 to 5 hours and requires driving over mountain passes. The 220 miles from either city will go by quickly with a very beautiful drive down Highway 285. From Denver, go south on 285 to just outside of Salida. Go west on Highway 50 to Gunnison, where you will proceed on Highway 135 directly into Crested Butte. From Colorado Springs, go west on Highway 24 to Highway 285. There is a new bus service from Denver to Gunnison.

Transportation In/Around Crested Butte

There is a free shuttle circulator that runs approximately every 20 minutes between town and the mountain, where the hotels are located. The shuttle stop at the mountain is located behind the Lodge at Mountaineer Square and adjacent to the Grand Lodge. There is another stop just south of Elevation Hotel. Town stops include the 4-way stop and corner of 2nd Avenue/Elk Avenue. In Crested Butte, you really don't need a car to get around!

www.cbwineandfood.com www.crestedbuttearts.org * 970-349-7487 ext. 6 * elise@crestedbuttearts.org

Vendor Registration Form and Contract

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(Please list exactly how it should appear in Festival materials)

Vendor Name: _____

Type of Vendor: _____

Contact Name: _____

Title: _____

Email: _____

Mailing Address: _____

City, State ZIP: _____

Office Phone: _____ Cell: _____

Website Address: _____

I agree to a reciprocal link with CRESTEDBUTTEARTS.org Yes No

Sales Tax Number: _____

Each vendor is responsible for the collection of sales tax at 9.4%. You will turn in your sales tax payment to the Festival, who will then submit all town, county and state taxes for you. A detailed sales form including collected tax must be submitted to the Festival at the conclusion of the Grand Tasting and before departure from the venue.

Vendor Table Registration(s):

Grand Tasting Table \$200 Headquarters Table \$ varies

Additional Supply Rentals:

8ft Banquet Table \$20 Table Linen \$15 Chairs \$10/ea. Quantity: _____

Product Placement Opportunities:

Seminar/Event Participant Gift Bag VIP Grand Tasting Gift Bag
 General Admission Grand Tasting Gift Bag Grand Tasting Auction Item

Description of Donation: _____

For how many people? _____ Retail value (for tax purposes): _____
Donation will be mailed/dropped off: Yes/No

Vendor Representatives (If different from contact above, provide names no later than June 15)

Each vendor will receive two working badges for the Grand Tasting. Additional badges may be purchased on the following page.

Name: _____ Title: _____

Email: _____ Cell: _____

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Email: _____ Cell: _____

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Additional Credentials:

I would like to purchase additional credentials and tickets:

Additional Grand Tasting Credentials (for working staff only): Enter quantity x \$ 30.00 = Subtotal

Registration fee	\$ <u>Enter amount</u>
Additional event tickets/credentials	\$ <u>Enter amount</u>
Additional Supply Rentals	\$ <u>Enter amount</u>
TOTAL AMOUNT DUE	\$ <u>Enter grand total</u>

Payment Information:

To pay by credit card, enter your information below:

Credit Card Number: _____

Credit Card Type: _____ Exp Date: _____ CVV code: _____

Card Holder Name: _____

Signature: _____ Date: _____

If paying by check, please make check payable to "Center for the Arts" and mail to:

Attn: Elise Popp PO Box 1819, Crested Butte CO 81224

Billing information (only if different from contact info on page 1):

Address: _____

City, State ZIP: _____

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Registration Check List

Please forward electronically to elise@crestedbuttearts.org along with your registration:

- Completed Application
- Payment
- Proof of Liability Insurance
- Business Logo or corresponding table name (EPS, TIF, or JPG format)
Please select one logo to represent your table as we are unable to accommodate multiple logos at this time
- Descriptions and delivery information for donated products

IMPORTANT INFORMATION about the GRAND TASTING:

Table Space

- You will need to provide your own table and/or display set up unless you have made rental arrangements.
- If you are setting up any more than one 8 foot table, you will need to have your display pre-approved by the Festival before June 1st.
- There is no need to bring a pop-up tent as the venue is covered.
- Your Table space will be assigned for you to maximize the traffic flow of the Grand Tasting. Vendors are not permitted to switch table spaces with wineries, food, or any other vendors or tables.
- Vehicles, children, and pets are not permitted on the premises.
- Electricity is not available at this venue. Generators are not permitted. Open flame is not permitted.
- Wifi is not available at the venue
- Each vendor is responsible for keeping the area in and around their table neat and free from trash. All trash and recycling must be brought to the indicated trash and recycle areas.

Product Restrictions

- Vendors are only allowed to sell the products listed on their application. If you have additional products to add, please check with Elise Popp for approval.

Set up/ Take Down

- You may set up as early as 9am. It must be completed no later than 1pm for the Town's permit inspection.
- You will need to check in with Eventful Productions at the event space before setting up your table.
- You are required to stay open for the duration of the event, 2pm-6pm.
- All items related to your space, including trash, will need to be removed from the venue no later than 7pm.
- Vendors are responsible for cleaning their individual space during and after the event.

Tax Information

- Vendors must have either a general Colorado Tax License, or a Colorado Single or Multiple Event Sale Tax License. For information about Colorado Sales Tax Licenses, call 303-238-7378 or visit www.revenue.state.co.us
- Each vendor is responsible for the collection of sales tax at 9.4%. You will turn in your sales tax payment to the Festival, who will then submit all town, county and state taxes for you. A detailed sales form including collected tax must be submitted to the Festival at the conclusion of the Grand Tasting and before departure from the venue.

Security

Security will be provided only during the hours of the Grand Tasting (2pm-6pm).

Insurance

Each vendor needs to have proper insurance. A copy of the insurance certificate must be provided.

Signature

Please sign below to acknowledge that you have read all of the information, rules, and regulations and agree to be bound by this contract.

I understand that I am completely responsible for my booth space and property and bear all liability associated with my booth space and property and my own actions while participating at the Crested Butte Wine & Food Festival. I also understand and agree that the Center for the Arts, the Town of Crested Butte, nor The Crested Butte Wine & Food Festival is not responsible for merchandise belonging to the vendor and is exempt from any liability for any damages, loss, harm, or injury to the person or property of the vendor as a result of participation in the festival. I have read, understand and agree to abide by all the guidelines and requirements listed in the enclosed application in addition to all applicable state, city, and county requirements and guidelines. Misrepresentation of any merchandise will be grounds for removal from this festival.

I understand that the Crested Butte Wine & Food Festival has the right to make changes to the rules and regulations regarding this event at any time. Upon notice to the vendor, all such actions are to become part of this contract and binding to the parties herein.

Signature _____ Date: _____