

Holiday Mountain Market 2019

Nederland, Colorado

Artist/Crafter Vendor Information—Please Keep

Location, Deadlines & Hours: The Nederland Community Center, 750 Hwy 72 North, is located 1/2 mile west of the Nederland traffic circle intersection of Hwy 119 and Hwy 72, up the hill on the right.

Applications and Fees Due by : **Sunday, September 30—NOTE DEADLINE**

Set-up:	Friday, December 6	2pm to 6pm
	Saturday, December 7	7am to 10am
Event Hours:	Saturday, December 7	10am to 5pm
	Sunday, December 8	10am to 4pm
Clean-up:	Sunday, December 8	4pm to 6pm

Vendor Parking/Loading: Vendors may unload at the south and east entrances to the Community Center. Space is limited at the south entrance and should be used *only briefly* for heavy or large items. All others, please use the east entrance and elevator. During market hours, all vendors *must park away from the lower east parking area to reserve close spaces for your customers*. Please park in the upper west lot or the west edge of the lower south lot, as indicated on signs.

Booth Space: Booth spaces along walls in the gym, café room, and dance studio are mostly 10' X 10', offer electricity, and can be shared, with each additional vendor in a booth paying a \$10 administrative fee. Three booths are in the café/music room and six are in the dance studio, offering quiet space away from the music. The center gym aisle is split lengthwise to offer back-to-back rows of 10' X 5' spaces with no dividing wall or electricity. Two corners in the gym with no frontage expand the adjacent booth to 10' X 20' for an additional fee. Gym table spaces are 8' X 4.5' and hallway table spaces are 10' X 3'. Photos of product and display submitted with application support booth size requests. Prices are listed on application form. Market layout is at the discretion of the organizers and booth location requests will be considered, but not guaranteed. The building will be locked overnight but not staffed. Nederland Area Seniors and the Town of Nederland are not responsible for any damage or loss in any circumstances.

Vendor Responsibilities: Vendor application constitutes an agreement to abide by the following rules and regulations of the Holiday Mountain Market:

1. Items for sale must be original, high quality handicrafts and art made by the vendor present; no commercial, imported, or manufactured items. Sales of food items are contingent on pre-approval by the HMM committee. We reserve the right to refuse any vendor or wares not in compliance.
2. Vendors must commit to display during all open hours of the market. No refunds for cancellations after 11/1.
3. Booth must be staffed at all times. Children must be under adult supervision.
4. Any space may be shared, but will not be reserved until all sharers' signed applications and fees are received.
5. Vendors must provide all equipment and supplies, including tables and chairs. Those requiring electricity bring heavy duty extension cords to tap into ours and must secure cords to prevent accidents.
6. Lightweight wall displays may be affixed with vendor-supplied picture hanging putty. Heavier displays require vendor to supply their own infrastructure.
7. Vendor is responsible for collecting sales tax. Vendors must report dollar amount of goods sold and pay 12% of product sales to cover the sales tax (8.985%) and a small event sales fee (3.015%). Sales results must be provided on the supplied envelope that must be submitted to a market official at closing Sunday.
8. Each vendor is responsible for leaving their area clean; please bring the materials needed for this.
9. No smoking or pets are allowed in the building.

If you have questions, please contact:

MountainPeakLife.nas@gmail.com or 303-258-0799

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Artist and Crafter Vendor Application

Thank you for your interest in participating in the Holiday Mountain Market on:

Saturday, December 7, from 10am to 5pm, and Sunday, December 8, from 10am to 4pm in the **Nederland Community Center**. We will provide photos with Santa, festive music, food, and decorations.

Booths are available subject to committee review for diversity. Booths may be shared. Please review all details on accompanying information and rules page. A signed application must be received from each vendor with full booth fees by the **September 30 deadline**. We request a photo of product and display from each applicant.

Vendors must submit 12% of sales for sales taxes and a small event sales fee by end of day 12/8.

Booth Fee is due with signed vendor application; *add \$10 for each vendor sharing a space:*

10' X 10' = \$85 (23 available, of which 14 are in Gym, 5 in Dance Studio, 3 in Café Room); share add \$10

10' X 10' No-Frontage Corner = \$40 w/ \$85 adjacent booth (2 available in north corners of Gym)

8' X 4.5' = \$55 (5 available - table spaces with back wall on south end of gym)

10' X 5' = \$60 (10 back to back in gym center aisle—no electric, 1 on gym wall, 1 in dance studio)

10' X 3' = \$45 (# available dependent on nonprofit applicants – table spaces in hallways around gym)

- ◆ **Make check payable to:** *Nederland Area Seniors*
- ◆ **Send photos of product and display with application**
- ◆ **Send photos, this completed form, and check to:** *NAS, PO Box 188, Nederland CO 80466*

Name: _____

Business Name: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Telephone: _____ Email: _____

Booth Content—List ALL items: _____

Need Electricity? **Yes / No** Why needed: _____

I will consider a different space size if selected not available: **Yes / No** I am willing to share my space: **Yes / No**

Special Requests: _____

Include comments such as: prefer wall behind, end unit (requires end display), far from music, etc.

I have read and agree to abide by the rules and regulations of the Holiday Mountain Market, as outlined in the Vendor Responsibilities on the Information Sheet accompanying this form. I hereby release and hold harmless the Nederland Area Seniors, the Town of Nederland, and their agents, employees and representatives from any and all liability.

Vendor Signature

Date