



## 2017 Olde Town Arvada 21<sup>st</sup> Annual Festival of Scarecrows

### Vendor Application- October 7, 2017 10am-2pm

Thank you for your interest in being a 2017 Festival of Scarecrows Vendor. This festival takes place in Olde Town Square on October 7 from 10am-2pm. The festival will include food and drinks, children's entertainment, a giant pumpkin and pumpkin decorating contest, the scarecrow contest and great vendors like you! Please read all of the instructions and rules below before you submit your registration.

**Please note you must fill out the form below, submit it to [samanthageerdes@gmail.com](mailto:samanthageerdes@gmail.com) and then you will be emailed a link to pay if you are selected as a vendor. Please note this may be several weeks after you apply. Please note HOTA has the exclusive right to approve vendors and applying does not guarantee entry.**

#### Vendor Pricing

- Commercial or Retail Vendor: \$100 per event
- Non-profit or Olde Town Merchant: \$75
- Artisan: \$75
- Food Vendor (10x10): \$125 (for entries over 10 feet, you'll be charged an additional \$25 per 5 feet)

#### Important info for food vendors:

- **All food vendors must be licensed specifically by Jefferson County Public Health.** City or State licenses are not sufficient to ensure compliance. Please contact Terri Leichtweis with Jeffco Health at 303-271-5776 to confirm that your business is properly licensed. HOTA will confirm all vendors through Jeffco Health and the lack of a proper license will result in the inability to participate.
- You must bring cardboard or tarps to capture grease or waste as to not stain the street or sidewalks.
- Please provide your own power and heavy duty extension cords.
- Cleaning fee: if excess grease or waste is left in assigned vendor spot, HOTA and The City of Arvada will apply an \$100 cleaning fee. Vendor spaces must be completely cleaned and trash must be thrown away in provided dumpsters, not the public trash cans.
- **Important Notice Regarding Power**  
For this event, HOTA uses outdoor electrical outlets and circuits managed by the City of Arvada. Inclement weather, circuit overload, or malfunctioning breakers can cause loss of power. Therefore, power CANNOT be guaranteed. Small generators are acceptable. Please contact us to discuss any electricity concerns regarding your operations.

## Festival of Scarecrows Vendor Application

Please fill out completely and return to [samanthageerdes@gmail.com](mailto:samanthageerdes@gmail.com). You may also mail or drop off the application to the HOTA office 7307 Grandview Ave. Arvada, CO 80002

<b>First and Last Name</b>	
<b>Business Name</b>	
<b>Email address</b>	
<b>Phone Number</b>	
<b>Use of booth</b> (describe type of service or merchandise sold, or information to be handed out and the value your booth will bring to the event)	
<b>Need Electricity?</b> Please note electricity is not guaranteed	

I understand that I am responsible for all costs and labor involved in participating, including properly weighting and securing my booth and for paying any applicable sales taxes on booth sales.

I hereby shall indemnify and defend HOTA, their successors, agents, and assigns, harmless against all claims, losses, expenses, liabilities and damages, arising out of my participation in the event. I agree to abide by all rules set forth herein.

I understand my fees are non-refundable unless of the unlikely event of event cancellation in which I will be refunded 50%

Cleaning fee: I understand that if excess grease or waste is left in assigned vendor spot, HOTA and The City of Arvada will apply an \$100 cleaning fee.

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Print Name

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Sign Name

Date