



2010 CASTLE ROCK WINEFEST WINE VENDOR APPLICATION

Greetings!

You are invited to complete this vendor application for **Castle Rock's 7th Annual WineFest on July 24, 2010.**

The 2010 Castle Rock WineFest, presented by the Castle Rock Chamber of Commerce, will feature Colorado wineries, demonstrations, artisans/lifestyle vendors, entertainment and delicious cuisine. The location for the festival will be The Grange in The Meadows at Historic Castle Rock™, a cultural arts facility offering a balance between culture, arts and recreation.

The Vendor Committee will choose these vendors from the applications received. Applications must be received to the Castle Rock Chamber of Commerce (with payment) through its Event Coordinator by **May 25, 2010.** A written confirmation will be mailed by June 7, 2010. No refunds after July 1, 2010.

The WineFest committee is looking for wine vendors that offer high quality Colorado wines. Vendor selection will be based on ability to provide a well-balanced variety of wines and regions. The number of wine vendors will be limited due to space constraints. As well, there will be a limited amount of winery booth space on the patio with optional power hook-up. There will not be electricity available on the main festival grounds. The format is that of a Farmer's Market with vendors displaying in an open space area.

- **Set up begins Saturday morning at 8 am.** All set up must be complete by 11 am.
- **You must stay open for the duration of the event on Saturday July 24th from Noon – 6 pm.**
- **Site selection will be assigned on a 'first come first serve basis with application and payment.'** Wine vendor set up for the event will be by pre-scheduled and staggered assigned time slots. You will be contacted in advance to coordinate your set-up time.

Fire resistant tent rental is available and is not included in your application fee for the vendor area. Each vendor will be supplied with a 10' x 10' space. We require that you bring a professional sign with name of your company and prices visible, be placed at your booth. Please fill out the information below and return it with your \$25.00 application fee to:

**Castle Rock Chamber of Commerce
420 Jerry St. Castle Rock, CO. 80104**

The application fee of **\$25.00** is payable to the **Castle Rock Chamber of Commerce (303-688-4597).**

You are responsible to furnish your own pop-up tent. Tents may be rented at an additional cost – see below. Please provide below a brief description of your company and retail specialties. **Vendors will need to have proper insurance, pay sales tax to the Town of Castle Rock (sales tax will be collected at the event) and be licensed by Tri-County Health Department if serving or preparing food (verify). Vendor must provide copies of policy and certificates showing necessary coverage and documentation.**

NOTE: Wine Vendors are required to have minimum insurance coverage in effect that covers the Vendor's booth operations. Please attach copy of declaration page showing valid comprehensive general liability coverage at minimum of \$1,000,000 policy limits per occurrence for Bodily Injury and Property Damage, and an aggregate limit of at least \$2,000,000 CSL. Policy shall reflect coverage for Premises/Operation and Products Liability). The Policy shall name the Castle Rock Chamber of Commerce, The Meadows Neighborhood Company and Castle Rock Development Company and Red Stag Productions, LLC as additional insureds for the term of the event. You will be required to have proof of insurance.

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WINE VENDOR APPLICATION**

Name _____

Company _____ E-Mail _____

Address _____ City/Town _____ State/Zip _____

Phone _____ Fax _____

Need a Tent?: _____ \$125.00 Table and Chairs? _____ \$25 Electricity? _____ \$35.00

Brief description of company, retail specialties and prices:

METHOD OF PAYMENT

_____ Check enclosed payable to Castle Rock Chamber of Commerce

_____ Visa/Master Card/American Express/Discover Sec. Code _____

Card # _____ Exp. Date _____

Name on card (print) _____

MAILING ADDRESS (for card) _____

CITY _____ STATE _____ ZIP _____

Cardholder Signature _____

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 **Castle Rock Winefest**. I also understand and agree that neither **Red Stag Productions, LLC.**, the **Castle Rock Chamber of Commerce** nor **The Meadows Neighborhood Company** and **Castle Rock Development Company** is responsible for merchandise belonging to the exhibitor/vendor and is exempt from any liability as a result of participation in the show. 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 and all future shows.

Winery Signature _____ Date _____

RETURN FORM & PAYMENT TO: Castle Rock Chamber of Commerce, 420 Jerry St., Castle Rock, CO. 80104.

If you have any questions, please contact Bob Potrykus at Red Stag Productions, LLC. at 720-261-0860
bob@rstag.com www.redstagproductions.comwww.castlerockwinefest.com.....www.castlerock.org