



VENDOR APPLICATION | 2020

APPLICATIONS DUE APRIL 1, 2020

ACCEPTED VENDORS NOTIFIED APRIL 31, 2020

SUBMITTAL REQUIREMENTS

DUE WITH APPLICATION

| Submitted (office use) | Item No. | Required application items |
|------------------------|----------|---------------------------------------------------------------------------------------------------------|
| | 1. | Signed and completed application. |
| | 2. | Read Market on the Plaza rules and regulations |
| | 3. | Digital images or photographs representative of the work you intend to display plus image descriptions. |
| | 4. | Non-refundable application Fee (\$25) |
| | 5. | Copy of Product Liability Insurance |
| | 6. | Copies of all applicable State permits and/or licenses required for your operation |
| | 6.a. | Colorado Dept. of Ag. "Meat Processor" Certificate (personal or third party) <i>if applicable</i> |
| | 6.b. | Wholesale Food License <i>if applicable</i> |
| | 6.c. | Retail Food License <i>if applicable</i> |
| | 6.d. | Valid Commercial Kitchen Certificate <i>if applicable</i> |
| | 6.e. | CDPHE EGG License <i>if applicable</i> |
| | 6.f. | Organic Growers Certification/ Other certification <i>if applicable</i> |
| | 6.g. | Colorado Resale License <i>if applicable</i> |

SUBMITTAL REQUIREMENTS

DUE AFTER ACCEPTANCE

| Submitted (office use) | Item No. | Required application items |
|------------------------|----------|------------------------------------------------------------------------------------------------------------|
| | 7. | Booth Fee (\$50 for a full season / \$75 for a partial season/ \$30 for an alternate vendor) |
| | 8. | Refundable deposit (\$100) <i>if applicable</i> |
| | 9. | Daily Vending Fee (\$45 - <i>this fee includes a special event business license</i>) <i>if applicable</i> |
| | 10. | Special event business license application OR Copy to Town of Mountain Village Business License |
| | 11. | Special event business license fee (\$25) <i>if applicable</i> |

SUBMITTAL REQUIREMENTS

DUE DURING 2020 MARKET SEASON

| Submitted (office use) | Item No. | Required application items |
|------------------------|----------|-------------------------------------------------------------------------------------|
| | 12. | Town of Mountain Village Sales Tax <i>collected at the end of each Market month</i> |

Application may be mailed to:

Town of Mountain Village, Market on the Plaza, 455 Mtn. Village Blvd. Suite A, Mountain Village, CO. 81435

For more information please contact Zoe Dohnal at marketontheplaza@mtnvillage.org



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APPLICATIONS DUE **APRIL 1, 2020**

ACCEPTED VENDORS NOTIFIED **APRIL 31, 2020**

Vendor Information

Name: _____ Business Name: _____

Primary Contact: _____ Email: _____

Secondary Contact: _____ Email: _____

Business Address: _____

City: _____ State: _____ Zip: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Cell: _____ Fax: _____

Business Website: _____

Facebook / Instagram Address: _____

Business History: *This will be public facing on our website. Please use full sentences, correct grammar and proper spelling.*

Facebook / Instagram Address: _____

Have you attended Market on the Plaza before? YES
 NO

Vehicle State and License #: _____ Make: _____ Model: _____

Do you need your vehicle for loading and unloading goods on the Plaza? YES
 NO

Is it necessary for your vehicle to be present with you on the Plaza? YES
 NO

Do you need electricity at your site? YES
 NO

How many booth spaces are you requesting? *Fees will apply.*

Do you have a site preference? *Please reference booth site #s in Exhibit A attached.*

State sales tax #: _____

Mail complete applications with \$25 non-refundable application fee and refundable \$100 deposit *if applicable* to: Town of Mountain Village, Market on the Plaza, 455 Mtn. Village Blvd. Suite A, Mountain Village, CO. 81435 by **April 31, 2020**.

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Town of Mountain Village Sales Tax Option: (Check one)

- I have my Town of Mountain Village Business License: Business License # _____
- I will use the TMV \$25 Special Event Business License, good for the 2020 Market season
- I am a non-profit vendor who is not selling items. No fee required.

Please select the items that you will be selling (circle all that apply):

| | | | | |
|---------|----------|---------------|---------------|-------------|
| Jewelry | Ceramics | Textiles | Fine Art | Photography |
| Music | Wine | Produce/Dairy | Prepared Food | Other |

Description: *This will be public facing on our website. Please use full sentences, correct grammar and proper spelling.*

**Please attach digital images or photographs representative of the work you intend to display.*

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Please select the dates you would like to participate. We respectfully ask that you select at least ten dates if applying for a full season and seven dates if applying for a partial season. You are welcome to attend all the market dates.

- June 17 11-4* Wednesday
- June 24 11-4* Wednesday
- July 1 11-4* Wednesday
- July 8 11-4* Wednesday
- July 15 11-4* Wednesday
- July 22 11-4* Wednesday
- July 29 11-4* Wednesday
- Aug. 5 11-4* Wednesday
- Aug. 12 11-4* Wednesday
- Aug. 19 11-4* Wednesday
- Aug. 26 11-4* Wednesday
- Sept. 2 11-4* Wednesday

*Note: setup will be one and a half hour before and one hour after the market time

VENDOR VILLAGE

MARKET ON THE PLAZA EXTENTION

Market on the Plaza is looking to partner with the Sunset Concert Series, creating a daily extension to the 2020 market season. The proposed 'Vendor Village' would be located in the Madeline Hotel and Residences breezeway adjacent to the Sunset Plaza concert stage. Participation would be at no extra cost to vendors but would require vendors to move their booth prior to the concert starting at 6:00pm. Staff will be available to assist.

**Dates and location may be subject to change*

**Please indicate interest participating in potential dates and times.

- NO**, I would only like to participate in the Market on the Plaza dates and times.
- YES**, I would like to participate in the Sunset Concert Series "Vendor Village" as an extension to the Market on the Plaza dates and times.

- June 17 5-8* Wednesday
- June 24 5-8* Wednesday
- July 8 5-6* Wednesday
- July 15 5-8* Wednesday
- July 22 5-8* Wednesday
- July 29 5-8* Wednesday
- Aug. 5 5-8* Wednesday
- Aug. 12 5-8* Wednesday
- Sept. 17 4-7* Wednesday

*Note: setup will be one hour before and one hour after the market time

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I have included my application, application fee, licenses, and insurances that are required to sell at the Market on the Plaza at Mountain Village (refer to submittal requirements). I have received and will abide by the Rules and Regulations, and any changes or new rules introduced by the Market on the Plaza at Mountain Village. I understand that failure to abide by the Rules and Regulations may jeopardize my right to sell at the Market on the Plaza in Mountain Village. I affirm that all statements herein are true and correct.

The undersigned also agrees to indemnify and hold harmless the Town of Mountain Village, Colorado, its officials, officers, agents and employees, from and against all liability, claims, and demands on account of injury, loss, or damage, or any other loss of any kind whatsoever, which may arise out of or resulting from the vendor's actions or omissions in connection with the permitted use. The undersigned further accepts all responsibility for clean-up and for repair of any damage to the public property, plaza(s) and surrounding area, which may occur during their use of the property.

Printed Name: _____

Signature: _____

Date: _____

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