



**SOUTH PEARL STREET  
FARMERS MARKET  
2017 Bike Expo**

**Sunday July 16  
9 am - 1 pm**

**Please Print or Type**  
**Farm/Business Name** \_\_\_\_\_

**Primary Contact** \_\_\_\_\_

**Day Phone** \_\_\_\_\_ **Cell Phone** \_\_\_\_\_

**Email** \_\_\_\_\_

**Web Site** \_\_\_\_\_ **May we link your Web Site?** \_\_\_\_\_

**Facebook** \_\_\_\_\_

**Twitter** \_\_\_\_\_

**Describe your utilization of social networking (what outlets, how often, etc.)** \_\_\_\_\_

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**In order to avoid conflicts, please describe all items you intend to sell or information you will share and their price in addition to all of the activities , services or demonstrations you plan to offer.**

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**Vendor Categories/Fees (circle one):**

1. Special Event Fee:  
    \$25 plus 10% of daily gross sales
2. Special Event Fee, Not-for-Profit Organization, \$10 fee

How much space will you need?

\_\_\_\_\_ **10x10**  
\_\_\_\_\_ **Over-sized - size requested:** \_\_\_\_\_

**(Due to limited space we can not accommodate all requests for trucks and/or trailers on the street but if you have special needs please let us know as soon as possible and we'll do our best.)**

**Please List Additional Requests or Needs Here:**

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**Priority for acceptance into the Healing Fest is given to South Pearl Street Association members. We are happy to have non-represented professionals participate in the Market.**

The market is not open to selling coupon books, games of chance or items that conflict with existing Farmer's Market vendors and merchants. The market does not accept brokers. Farmers Market and the Market Coordinator reserve the right to prohibit anyone from selling at the market.

#### **Market Attendance**

If you cannot attend on a Market day you have committed to, you must contact Healing Fest Manager by Noon the preceding Friday (see contact information below). Please be considerate of your fellow vendors and us – empty spaces hurt the flow and the look of the market.

#### **Market Day Arrival/Departure Procedure**

Vendors must arrive and be ready to sell by 8:30am and remain open until the close of Market at 1pm. Set up may be as early as 7:15am. The Healing Fest Manager will check vendors in and assign space. Please advise the Healing Fest Manager of any special parking requirements; otherwise, no vehicles will be allowed on the street after 8:30am and **all vehicles must be off the street by 8:30am. Vehicles are not allowed back on the street before 1:20pm.** Please be respectful of patrons finishing their market shopping.

#### **Market Weather Policy**

The market will open rain or shine, please prepare accordingly. Questions regarding day of -- please contact the Healing Fest Manager to confirm.

#### **Market Day Fee Calculation and Collection**

All Vendors will remit daily fees to the Healing Fest Manager at the close of the market day. To determine your fee, tally your daily gross sales, deposit 10% of your daily gross sales amount, cash or check, in the provided Market Fee envelope, record that figure on the Envelope and return it to the Market Manager. Your honesty is greatly appreciated and counted on for a successful market.

#### **Space Clean Up**

Vendors must maintain their spaces in a clean and sanitary condition and remove all waste and refuse before leaving the Market. **Vendor must clean/sweep their area after each market.**

#### **Licensing and Permits**

All taxes, licenses and liability/product insurance are the responsibility of vendor. Vendors will have available on Market Days any Sales Tax License, Fire Permits, Temporary Restaurant as required by the City and County of Denver and the State of Colorado. **Vendors must be able to produce and provide these documents to event inspectors.** Payment of Sales Tax for taxable items is the sole responsibility of the individual vendor.

**All vendors/members must observe the rules and regulations SPSA Farmer's Market.**

Vendor acknowledges and understands that OSPSA is providing space only and general publicity about the event, and makes no promises or representations concerning expected sales for profits.

**BY SIGNING BELOW, THE VENDOR AND THEIR EMPLOYEE (S) AGREE TO THE POLICIES AND PROCEDURES AS LISTED ABOVE AND AGREE NOT TO HOLD SOUTH PEARL STREET ASSOCIATION, MARKET COORDINATORS AND ANY OF ITS AGENTS LIABLE FOR INJURIES OR LOSSES OR EXPENSES ARISING OUT OF THE PERMITTED ACTIVITY OR ANY ACTIVITY ASSOCIATED WITH THE CONDUCT OF THE APPLICANT'S OPERATION ASSOCIATED WITH THIS EVENT.**

**Vendor Name (Please print)** \_\_\_\_\_ **Date** \_\_\_\_\_

**Vendor Signature** \_\_\_\_\_

**Business Name** \_\_\_\_\_

**\*\*\* Please attach copies of State & City Sales Tax Licenses, Temporary Retail Food License, Fire Permits, Liability Insurance and photos of your booth set-up. Thank you for your participation.**

Please keep a copy of this signed agreement for your records and send copy with fee to:

**Make checks payable to: South Pearl Street Association (SPSA) Healing Fest**  
**Mail check and application to:**

C/O Mark Gill  
Mortgage West  
1757 S. Pearl Street  
Denver, CO 80210  
Phone: 303.282.7777  
E-mail: mgill@mtgwest.com

**Application due by July 1<sup>st</sup>, 2017**

**Notification of acceptance status will be by e-mail by July 8<sup>th</sup>, 2017**