

## VENDOR TOKENS:

Glenwood's Downtown Market sells wooden tokens for the convenience of customers and all of our vendors for credit card sales. Vendors are required to accept the tokens. Please read, sign, and return the policy attached with your market application by mail or email.

It is expected and required that all vendors are open until 8 p.m. This is out of consideration to other vendors and late shoppers.



## Glenwood's Downtown Market

Phone: 970-618-3650

Fax: 970-945-2877

P. O. Box 2831

Glenwood Springs, CO 81602

Email: [glenwoodmarket@gmail.com](mailto:glenwoodmarket@gmail.com)

Web site: [www.glenwoodmarket.com](http://www.glenwoodmarket.com)

## Glenwood's Downtown Market Mission Statement

*The founders, vendors and supporters of Glenwood's Downtown Market established the market in June 2005 to provide and promote, not only a venue for a variety of locally grown produce and other foods and artisan crafts, but also a weekly community event. This event serves to support local farmers and foster social gathering and interaction, thereby raising appreciation of the importance of locally produced foods, and of the historic downtown core and its preservation and growth.*



## 2018 Vendor Application

4 -8 p.m., Tuesdays  
June 5-September 11, 2018

Centennial Park  
9th and Grand Avenue  
Downtown Glenwood Springs

## NOW IN OUR 13TH SEASON!!

Since we've began Agri-tourism has become more mainstream, and shopping locally produced items has taken more of an important role in our culture. We certainly have come a long way since 2005. We don't believe any of the original board members had any idea we would still be going strong in 14 years and the added vitality it brings to Downtown Glenwood Springs.

## Market Eligibility

### GROWER ELIGIBILITY REQUIREMENTS:

All fresh produce and agricultural products must be Colorado-grown. Vendor resale is 40% of your product, unless your offering does not duplicate someone else's product, i.e. fresh milk, eggs, homemade cheese, mushrooms, or fresh meat products, at which point it can be 100% resale. Prices must be competitive and in line with other vendors. It is unacceptable to deliberately undersell.

### ARTISAN ELIGIBILITY REQUIREMENTS:

All art must maintain the sense of an outdoor market (nothing mass-produced). Vendors will be juried to maintain the highest quality and limit duplication of product. Artisans may choose to do a 5 week mini seasons, or a full 15 week season, however full season vendors have preference.

### GOURMET/HOT FOOD VENDORS:

Food must be prepared in a commercial, State Health Department approved, kitchen and then reheated to serve at the market or sold in preserved form.

#### Public Health Regulations:

All vendors must comply with all Public Health Regulations as pertaining to their product. (i.e. Vendors that sample any kind of foods or sell foods for immediate consumption must have appropriate washing stations, proper food handling gloves, proper refrigeration for food products that apply).

\*This is a non-smoking event.

### SPECIAL EVENT TAX LICENSE

All vendors are required to have a Special Event Sales Tax License. We recommend you do not purchase until you have been accepted. You can download the application at: <http://www.colorado.gov>



## Market Application

Complete and return application for full season or the 1st mini season requests by April 15th, 2018. If you are requesting the 2nd and 3rd mini season please submit by May 1, 2018. Applications received after that date will be considered only if there is space available. The Market also maintains their loyalty to returning vendors.

### CONTACT INFORMATION:

Business Name: \_\_\_\_\_

Business Type: (Choose one)

\*Grower \*Artisan \*Gourmet/Hot Food

Primary Contact: \_\_\_\_\_

Address: \_\_\_\_\_

Cell Phone: \_\_\_\_\_

Home Address: \_\_\_\_\_

Email: \_\_\_\_\_

Website: \_\_\_\_\_

Main Product List: \_\_\_\_\_

### VENDOR SPACE FULL SEASON:

10 X 10 vendor space: \$375/15 week season

20 x 10 vendor space: \$600/15 week season

30 x 10 vendor space: \$750/15 week season

### VENDOR SPACE MINI SEASON:

10x10 vendor space: \$150/5 week season

*NOTE: Only artisan and gourmet/hot food vendors are eligible for a mini-season, or as a 15 week full season vendor.*

Check which mini season you will be participating in:

- 1st mini (June 5 - July 3)
- 2nd mini (July 10 - Aug 7)
- 3rd mini (Aug 14 - Sept 11)

## Submittals

Please attach the following documents be sure to enclose your checks, payable to Glenwood's Downtown Market and your token policy with your application and mail to:

Glenwood's Downtown Market  
P. O. Box 2831  
Glenwood Springs, Co 81602

We require advanced notice of absences, if you will be absent call 970-618-3650 or email as soon as possible. More than 2 absences in a season may result in loss or forfeiture of your booth space.

A \$50 deposit is required that will be held until the end of the season and returned if there are no unexcused absences— please submit this deposit as a separate check.

- Space fee (refer to space fees middle column)
- \$50 deposit as a separate check to prevent multiple unexcused absences.
- Copy of 2018 sales tax license will be required upon acceptance.
- Signed copy of EBT/Debit agreement form

I hereby release and forever discharge the City of Glenwood Springs, Glenwood's Downtown Market, its officers, agents, employees and volunteers from any responsibility, personal liability, claims, loss or damages arising out of, or in conjunction with my participation in Glenwood's Downtown Market. Glenwood's Downtown Market will not be responsible for any injury sustained by exhibitors or guests while within or around space designated for exhibits. Exhibitors (vendors) assume all liability for stand and products sold. Exhibitors (vendors) also agree to hold harmless and release any employees or volunteers of Glenwood's Downtown Market. By signing this application form, the applicant agrees to abide by all policies set forth by Glenwood's Downtown Market Board.

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

\_\_\_\_\_  
Date

**"Glenwood's Downtown Market:  
promoting the health of our citizens and  
the vitality of our historic downtown."**