

# Estes Park Wool Market

2019 Commercial Vendor Application

June 6-9, 2019

*The mission of the Estes Park Wool Market is to bring together natural animal fiber producers, educators, retailers and consumers for the benefit of the industry.*

## 1. CONTACT INFORMATION

Business Name	<input type="text"/>	Email	<input type="text"/>
Contact Name	<input type="text"/>	Phone	<input type="text"/>
Mailing Address	<input type="text"/>	Website	<input type="text"/>
City, State, Zip	<input type="text"/>	Colo. Sales Tax #	<input type="text"/>

A Colorado Tax ID Number is required. If you do not have one, a special one-time vendor application can be applied for online through the Colorado Department of Revenue. Each vendor is responsible for collecting his/her own taxes and remitting them to the proper taxation authorities. The Estes Park Wool Market will not be held accountable or liable for vendors failing to pay tax or for calculating and tracking taxes owed. This responsibility lies solely with the vendor. Please display your Tax ID prominently at your booth.

## 2. BOOTH INFORMATION

<b>Booth Size Requested:</b>	10x10' (\$300)	10x20' (\$550)	10x30' (\$800)
<b>Extras Requested:</b>	Electricity (\$25)	8' tables (\$15 ea) <input type="checkbox"/>	Chairs (\$5/ea) <input type="checkbox"/>
<b>Total Amount Due:</b>	\$ <input type="text"/> (See payment info on next page)		
<b>Location Requests:</b>	<input type="text"/>		

*Please be as specific as possible, and use 2018's vendor layout/booth #s for reference. We will accommodate as many requests as possible, and give priority to returning vendors.*

### VENDOR SELECTION PROCESS/TIMELINE:

<b>June 6, 2018:</b>	2019 Vendor applications are available for returning vendors
<b>Aug. 31, 2018:</b>	Priority application deadline for returning vendors Applications are available for new vendors.
<b>Sept. 14, 2018:</b>	Returning vendors who met priority application deadline will be notified of 2019 status
<b>Dec. 1, 2018:</b>	Deadline for all vendor applications
<b>Dec. 15, 2018:</b>	Final decisions made for all vendors; all vendors notified of their 2019 status
<b>Jan. 3, 2019</b>	All approved vendors reminded about payment processing
<b>Jan. 15, 2019</b>	Payments processed for booth fees
<b>Jan. 31, 2019</b>	Any booths that have not been paid for will be released to vendors on a wait list
<b>June 6-9, 2019</b>	Estes Park Wool Market (vendors to be set up by the afternoon of June 7, 2019)

### 3. PAYMENT INFORMATION

Amount Due: \$  (from section 2 on previous page)

Payment Method (please read all information for the method you select)

#### Postdated Check Enclosed

Enclose with this paper application a check, made payable to the Town of Estes Park, and dated January 1, 2019. You will be notified of your acceptance, reminded in early January of this process, and the check will be processed on or shortly after January 15, 2019.

#### Pay by Credit Card in January

Upon being notified of your acceptance, you will have until January 15, 2019 to provide your credit card information (by calling 970-586-6104). You will be reminded in early January of this process, and your card will be charged on or shortly after January 15, 2019.

**This is a juried show** and all applications will be evaluated for participation. If you haven't participated previously, please provide photos of your booth layout and your merchandise. If you have questions, please contact us at 970-586-6104 or [events@estes.org](mailto:events@estes.org).

**All applications must be submitted by December 1, 2018** in order to be considered for participation. Returning vendors meeting the priority application deadline of August 31, 2018 will be notified of acceptance status by September 15, 2018. All other applicants will be notified of acceptance status by December 15, 2018. There will be a \$25 processing fee on all cancellations. Refunds won't be issued for cancellations made after March 15, 2018.

**All applicants must read and sign below** or your application and payment will be returned to you as incomplete. It is understood and agreed that the Estes Park Wool Market, its officials, employees, and agents shall NOT be responsible for any loss, damage or injury to any person, property or animals which is caused directly or indirectly by any reason. The undersigned also agrees to hold harmless the Estes Park Wool Market and the Town of Estes Park, Colorado for any expenses or liabilities, including attorney's fees.

### 4. SIGNATURE & APPLICATION SUBMISSION

**Payment** I have checked a payment option above and read the information for that method.

**Pictures** I am either a returning vendor or I have included pictures of my booth/merchandise.

**Signature:** *I have read this application in its entirety and agree to the terms listed above.*

Signed:

Date:

Return this completed application via email ([events@estes.org](mailto:events@estes.org)), fax (970-586-3661), or mail (1125 Rooftop Way, Estes Park, CO 80517)