

## FOOD VENDORS

This section is intended for **food vendors** — **NOT** ARTS, CRAFTS, AND MERCHANDISE VENDORS. If you are arts, crafts, and merchandise vendor, click the Merchandise Vendor link on the menu. Vendor applications are now being accepted for Leadville Boom Days 2018, August 3-5. Returning vendors who would like the same space they had last year must make their request on their 2018 Food Vendor Application and submit it by Friday, May 6, 2016. Any vendor who has special needs or requests regarding booth space should so indicate in the application. We will consider requests for the same space, for a different space, or for special needs, but cannot guarantee that we can accommodate them. Vendors will be notified of their acceptance and space assignment no later than June 15, 2018.

**BOOTHS AND FEES** Standard booth spaces for food vendors are 10.5' by 12'. Food vendors will be located on the Lake County Court House lawn adjacent to Harrison Avenue. Harrison Avenue is the main street in Leadville, where the parade, burro races, and several other events take place.

Booths must conform to the size restrictions on all sides and not infringe on sidewalks or adjacent booth spaces. Vendors are required to provide their full display. No tables, chairs or canopies are provided. Many booth locations have a slight incline. You may want to bring shims to level your booth. **Large trailers are not allowed on the courthouse lawn.**

The fee for a food vendor booth space on the Court House lawn is \$385 and includes one electrical outlet. Food vendors may purchase a second electrical outlet for an additional \$50, for a total of \$435. All food vendors will be located in and around the Lake County Court House, double spaces and power use are available for an additional fee (see application).

There might be space for additional food vendors who require electricity on East 6th Street, but this has not been finally determined. We might also be able to accommodate food vendors who do not require electricity at other locations. Any food vendor who is interested in operating on East 6th Street with electricity or at other locations without electricity should send an e-mail expressing such interest to [boomdaysvendor@gmail.com](mailto:boomdaysvendor@gmail.com). Once final decisions regarding availability and fees for such spaces have been made, we will notify you.

**SCHEDULE** Food vendors' hours are from noon to 6 P.M. on Friday, from 9 A.M. to 5 P.M. on Saturday, and from 9 A.M. to 4 P.M. on Sunday. Vendors may stay open later on Friday or Saturday nights til 10 PM.

The precise schedule for vendor set up times has not been determined. In the past, food vendors have been allowed to set up on Thursday night or early Friday morning. The final decision will be made by the Leadville Police Department. Once a final schedule is determined, we will notify you by e-mail.

**LIABILITY INSURANCE** All vendors will be required to provide proof of liability insurance to Leadville Boom Days before the start of the event. **If this proof is unavailable you will not be allowed to participate in Leadville Boom Days 2018!!**

**EXCLUSIVITY POLICY** We cannot and will not attempt to guarantee that you will be the only vendor selling any type of product.

**LEADVILLE BUSINESS LICENSE** This \$10 license fee is now included in the registration fee!

### **STATE SALES TAX**

Please check website for sales tax information and forms

#### ***State Sales Tax Forms***

#### ***State Special Event Sales Tax Return***

**VENDOR APPLICATION FOR TEMPORARY FOOD EVENTS** All food vendors must complete the ***Lake County Vendor Application for Temporary Food Events***, including the Commissary Agreement at the end of the application. The Lake County Public Health Agency will require food vendors to have a current Colorado Temporary Food Establishment License and a commissary within a reasonable distance of Leadville. Any questions about these requirements should be made to the Lake County Public Health Agency at 719-486-2413 or via email at [boomdaysvendor@gmail.com](mailto:boomdaysvendor@gmail.com). It is the responsibility of the food vendor to make sure that it is in compliance with all state and local laws regarding the sale of food.

**Please check website for the application for [Lake County Vendor Application for Temporary Food Events](#)**

The completed Vendor Application for Temporary Food Events should be mailed along with your Food Vendor Release and Application to Leadville Boom Days, P.O. Box 596, Leadville CO 80461. Don't forget, if you want to secure your space from 2017 we must receive these documents along with payment in full by May 6, 2017.

**CHECK CASHING AND REFUND POLICY** Your check will be cashed upon receipt of your application. Any vendor who is not accepted will receive a full refund. Any vendor who is accepted but cancels prior to July 6, 2018 will be charged a \$50 processing fee and will receive a refund for the balance. There will be no refunds for cancellations after July 6, 2018.

**E-MAIL NOTIFICATIONS** All vendor notifications regarding Leadville Boom Days 2018 will be sent by e-mail, including notifications regarding space assignments, set up times, and any other pertinent information by June 15, 2018. Vendors are responsible for making sure they have access to e-mail prior to Boom Days and checking their e-mail regularly to keep current on Boom Day matters.

**CONTACT INFORMATION** Send correspondence and applications to [boomdaysvendor@gmail.com](mailto:boomdaysvendor@gmail.com) or Leadville Boom Days, P.O. Box 596, Leadville CO 80461 Attn: Vendor Application

**\*\*\*Leadville Boom Days 2018 is a dog-free event, which also applies to vendors. We thank you in advance for complying with this policy!**