

2017 SALUTE TO AMERICAN VETERANS
RALLY & FESTIVAL[©]
AUGUST 18-20, 2017 - CRIPPLE CREEK, CO
VENDOR APPLICATION / CONTRACT

PLEASE READ AND KEEP A COPY!

SPACE RESERVATIONS

If you were in last year's event, consideration of placement will apply. Please forward full payment, completed applications **AND INSURANCE by July 9**. New vendors can reserve space on a first come, first served basis. **Full payment must accompany the enclosed signed applications and insurance, or no space will be reserved.** Vendors will not relocate or sell any merchandise other than outlined herein. **Vendor spaces may not be split, shared, resold or sublet.**

All vendors are required to collect and pay sales tax. You must have a Single or Multiple Event License issued by the State of Colorado. Go to www.taxcolorado.com and search DR-0589 for the application. As of May 20, the rates are as follows: 2.9% state, 1% county, and 2.3% Cripple Creek.

Each individual business setting up at this rally must obtain a temporary business license issued by the City of Cripple Creek, a separate application is enclosed. We will submit your application for you.

All vendor space at the Salute to American Veterans Rally and Festival must be reserved through Pro Promotions.

Pro Promotions reserves the right to stop or remove from the rally any exhibitor, or his representative, performing any act or practice which in the opinion of the management is unacceptable or detracts from the dignity of the event. Exhibitors removed from the rally under these circumstances will not be eligible for any refund.

INSURANCE REQUIREMENT

A commercial general liability policy naming the City of Cripple Creek, PO Box 430, Cripple Creek, CO 80813 AND Pro Promotions, Inc. PO Box 1153, Monument CO 80132 as additional insured for 2017 Salute to American Veterans Rally, with limits of liability \$1,000,000 per occurrence, \$2,000,000 aggregate.

If you have your own coverage, please have your agent send us the certificate as soon as possible.

IF YOU DO NOT HAVE YOUR OWN COVERAGE: Please visit the website at <http://tinyurl.com/sav17-insur> & follow the instructions.

CANCELLATIONS

No refunds for no-shows. If you cancel, we will only refund space rent **if we can re-book** your space. A \$30.00 cancellation fee will be applied and deducted from any refund money. Business License fee will be forfeited. Event shall be held rain or shine and **no refunds** shall be given after August 1.

ELECTRICAL SERVICE

There is no available electricity. All spaces are outdoors. The use of generators is permitted, but you are **required to place your generator directly behind or in your own space.** Also, if you are setting up in or near City Park, we ask that you shut down your generators for the commencement of the POW/MIA Ceremony to be held from approximately **12:00 noon to 1:00 pm on Saturday.**

SECURITY

We provide limited overnight security for all vendor spaces and will exercise reasonable precaution for the protection of the property of exhibitors, but assumes no responsibility for loss or damage to the property of exhibitors. Small articles or displays should be put away nightly for safe keeping by exhibitors.

MERCHANDISE RULES

Unauthorized rally merchandise including t-shirts, patches, etc. will not be allowed. If your booth has any questionable items you will be made to pack up and leave, and no refund will be provided. Prohibited merchandise verbiage includes; "Vets Rally 2017", "POW/MIA Rally", "Salute to American Veterans", "Recognition Ride", or anything specific to the event. Please call us with any questions.

TENT/CANOPY RENTAL

Any tents to be placed by an outside contractor must be secured through Pro Promotions. We are able to provide this service at a fair price. Please call for details. We will make every attempt to have the vendor tents in place by the beginning of check in on Thursday.

SET UP / TEAR DOWN GUIDELINES

Vendors are required to commit to the 3-day event!

- **Check-in and Set up is:** Thursday, Aug 17, 12:00 noon to 4:00 pm or Friday, Aug 18, 9:00 am to 12:00 pm. You cannot begin before Noon Thursday and if you are not checked in by Noon Friday, you are considered a no-show. **NO SATURDAY CHECK-IN OR SET UP.**
- **Check-in location will be disclosed upon confirmation.** Upon check in you will receive your pre-paid business license and space assignment. **DO NOT DRIVE IN BEFORE CHECKING IN.**
- **Moving a road closure to bring in a vehicle will result in a fine. Early teardown will result in loss of repeat status.** If you are in large vehicles or pulling a trailer, please arrive as early as possible or it may be difficult to get in.
- All vendors must stay within their designated space, if your space is marked ten feet from the curb, you cannot have any items beyond that ten feet. This is required by the Fire Department. This will be strictly enforced. Your full cooperation will avoid fines and further regulation from the fire department.
- Be aware that traffic can not be blocked during set up or tear down. You can not block the street to unload or load out. You must arrive early, park and unload on the curb and remove your vehicle immediately. Pack up and THEN bring in your vehicle to load up. Please be patient and willing to lend a hand to your fellow vendor.
- You will not be able to park your vehicle in or near your vendor space. Parking is limited. Camping is allowed only in designated areas. You may not camp in your vendor space.
- No exhibit may be removed from the vendor area during the period of the rally without rally manager's knowledge. This does not apply to small articles. **No vendor may tear down any exhibit or portion thereof before 4:00 pm** on the final day without permission of rally manager. All trash must be deposited in proper receptacles. A cleanup fee will be charged if necessary.
- Tent stakes or spikes will be allowed in dirt. You must use sand bags or water barrels on paved surfaces. **YOU MUST SECURE YOUR CANOPIES.**
- **YOU MUST BE PACKED UP & OFF THE STREET BY 9:00 PM SUNDAY NIGHT! NO EXCEPTIONS!**

Rules and regulations are subject to change without prior notice.

2017 SALUTE TO AMERICAN VETERANS RALLY & FESTIVAL[©]

RELEASE OF LIABILITY

Vendor agrees to indemnify Pro Promotions, Inc., City of Cripple Creek, Newmont Mining Corporation, Law Tigers, Pikes Peak Harley-Davidson, Russ Brown Motorcycle Attorney, Miller Beer, Teller County, Rector Law Firm, Grand Prix Motorsports and its affiliates, DeLong Ranches of Colorado, Bitchn Stitchn, Two Wandering Gypsys, USAA and any other sponsors of Salute to American Veterans Rally & Festival, and their officers, directors, trustees, employees, agents, representatives, volunteers and servants, and anyone else connected with the management or presentation of Salute to Americans Rally & Festival 2017 and will hold and save each of them harmless from any and all actions, damages, and claims, to persons or property, penalties, obligations, liabilities or attorneys' fees that may be asserted or claims by any person, firm, entity, corporation, political subdivision or other organization arising out of any negligent errors or omissions of vendor, its agents, employees, sub-contractors, or invitees, provided for herein and arising out of the performance of this agreement.

By execution of the release I agree to hold and save Pro Promotions, Inc. and all listed parties above and any sponsors not listed harmless from and against any liability, loss or damage to the full extent thereof and from and against all costs and expenses (including attorneys' fees), hereafter incurred or suffered by vendor by reason of the existence of any claim, liability, loss or damage of any kind or nature arising out of my participation as a vendor at the rally.

I hereby acknowledge that I have received, read and understand the contents of the entire vendor package that has been provided as part of the application and do hereby agree to all of the terms and conditions contained therein. I understand and agree that I am not to sell or attempt to sell items or provide services other than those listed herein or that are within a limited category not included in this agreement.

Print Business Name: _____

Print Name: _____

Signature: _____ **Date:** _____

Spaces are available in 10' x 10' sections, and are priced in graduation as follows:
Each space will be \$225 up to 4. Additional spaces 5 or more will be \$175 each.
BOOK EARLY AND SAVE! Spaces booked after July 31 will incur a \$50 late fee.

Business Name _____ Phone _____

Your Name _____ Cell Phone _____

Address _____ City _____ State _____ ZIP _____

Email Address _____

State of Colorado Single or Multiple Event License # _____

Type of merchandise for sale or service being offered (please be as specific as possible) _____

City of Cripple Creek temporary business license (includes \$25.00 processing fee) = **\$50.00**

_____ 10'x10' Spaces @ \$225.00 each (space qty 1 thru 4) = _____ .00

_____ 10' x10' Spaces @ \$175.00 each (space qty 5 or more) = _____ .00

If sent after July 31 please include a \$50 late booking fee _____ .00

New vendors please verify space available before purchasing insurance. Total amount enclosed \$ _____ .00

To purchase Vendor Insurance please visit: <http://tinyurl.com/sav17-insur>

If you are using a generator, YOU MUST LET US KNOW. Yes No

I have read and understand the information outlined herein and agree to abide by all rules and regulations of the event.

Signature _____ **Date** _____

FOR MORE INFORMATION:

Call 719-487-8005 (phone & fax) 9 am to 5 pm Monday – Friday (MST)
or email to events@pro-promotions.com

Make checks payable to: Pro Promotions-P. O. Box 1153 Monument, CO 80132-1153

Mail BOTH completed and signed applications with one check.

Don't forget your insurance!



Application for Special Event Business License

Date of Application: _____
Applicant(s) Name: _____ Phone #: _____
Business Name: _____ SSN/Fed ID#: _____
Mailing Address: _____
City: _____ State _____ :Zip: _____
Special Event You'll Be Attending: ___Salute to American Veterans Rally & Festival_____

Type of Business To Be Conducted: _____

Date(s) of the Special Event: _August 17, 2017_____ Thru _August 20, 2017_____

Applicant states and affirms that Applicant has no outstanding legal or monetary obligation to the City of Cripple Creek. Applicant, by signing below, hereby agrees to abide by al Federal, State, County and/or Local rules and regulations concerning zoning and/or the operations of the business, including but not limited to any and all of the above-mentioned statues, rules, regulations and/or ordinances. The Applicant hereby swears and affirms upon penalty of perjury that the information and belief of the Applicant, after reasonable inquiry. In the event of any of the information herein contained is false or misleading, the Business License Application may be denied and or any Business License issued may be revoked.

SIGN HERE

Applicant(s) Signature(s)

For Office Use Only

Type of License: _____ Fee: \$ _____
Receipt Number: _____ Date Paid: _____
Zoning at Physical Location of Business: _____
CUP Approval Date: _____ Comments: _____

Action of City Council

Date Submitted to City Council: _____
Approved by City Council: _____ Denied by City Council: _____

License Number Issued: _____

Signature of City Clerk

SPECIAL EVENTS