



*June 9<sup>th</sup> & 10<sup>th</sup>*

***Food Vendor Application***

***Deadline to apply May 15th, 2023.***

*Business Name:* \_\_\_\_\_ *Owner:* \_\_\_\_\_

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

*City:* \_\_\_\_\_ *State:* \_\_\_\_\_ *Zip:* \_\_\_\_\_

*Contact Number:* \_\_\_\_\_ *Email:* \_\_\_\_\_

*Please include the following with your application:*

- ✓ *Copy of 2023 Colorado Retail Food Establishment License, for information contact the Las Animas County Health Department @ 719-846-2213*
- ✓ *Pictures of food concession stand*
- ✓ *A menu or list of foods to be prepared, sampled, and served.*
- ✓ *Copy of most recent health inspection for display*
- ✓ *Insurance certificate*

***\*\*APPLICATION WILL NOT BE ACCEPTED UNTIL ALL ITEMS ARE INCLUDED\*\****

Spaces are 10' X 20' – Spaces are **strictly** 10'X20' and will be marked.

Fees cover duration of event	TLAC Member	Non – TLAC Member
Food Vendors	\$75.00 ____	\$100.00 ____

**A Refundable Deposit of \$50.00 is required for all vendors. This deposit will be mailed to you if your space is left clean. If your space is not cleaned, you will forfeit your deposit. Please write a separate check for the deposit.**

**Any fees or applications received after the deadline will be charged an additional \$25.**

**Vendors are welcome to set up their booths Friday, June 9<sup>th</sup>, 2023, from 1:00 PM - 3:45 PM. On Saturday June 10<sup>th</sup>, 2023, set up of booths is from 6:00 AM - 7:45 AM.**

**There will be no special security for vendor booths Friday night.**

**Breakdown of vendor space on Friday & Saturday is NOT permitted until 10:30 PM.**

**New this year! “Best Vendor” award. The presentation will be at 4:00 PM, Saturday (People’s choice.)**

Electricity Prices: (NO Outside Generators Allowed Without Approval)

\_\_\_\_ 110 Volts \$50.00 — first hookup (20 amps)

\_\_\_\_ 110 Volts \$25.00 —each additional hookup (number needed) \_\_\_\_\_

**\*\* WE MUST KNOW THE SIZE OF BREAKERS NEEDED\*\*** \_\_\_\_\_

Payment options:

Checks must be received with application. Total Payment Amount: \$\_\_\_\_\_

- NO REFUNDS
- Spaces are assigned on a first-come, first-served basis.
- Booth spaces will NOT be reserved until payment has been received.

**\*\* Please list all electrical appliances you will be using on the sheet attached to the vendor guidelines. List how many appliances you will be using with total voltage needed. We encourage you to list this information to accommodate all needs. It is also important to indicate these items to avoid any power outages during the event.**

**It is your responsibility to obtain a Colorado Sales Tax License. For information regarding a sales tax license, please contact the Trinidad City Clerk @ 719-846-9843.**

**Colorado Sales Tax # \_\_\_\_\_**

**You must display a copy of your State Retail Food License in your booth.**

**Initials: \_\_\_\_\_**

**You must accept all liability for your property. The Trinidad & Las Animas County Chamber of Commerce, The City of Trinidad nor any other entity will be responsible for any damages to or theft of your property.**

**Initials: \_\_\_\_\_**

**Each vendor is responsible for cleaning and maintaining the space provided in an organized and neat manner. Proper disposal of grease and trash is required. Failure to keep the space in an orderly manner will result the non return of \$50 deposit.**

**Initials: \_\_\_\_\_**

**I have completed the Electrical Usage Detail sheet.**

**Initials: \_\_\_\_\_**

**Deposit will not be returned if you leave early, do not show, or fail to clean up your area.**

**Initials: \_\_\_\_\_**

**I have read, understand, and agree to abide by the 2023 Vendor Guidelines.**

**Initials: \_\_\_\_\_**

***I have completed the vendor application for the Santa Fe trail days festival, have enclosed payment for the space rental and deposit, pictures of the concession stand, menu or food list, electrical usage detail sheet, insurance certificate, state retail food license, and a copy of my Colorado sales tax license. I agreed to collect 8.4% sales tax (2.9% Colorado sales tax, 4% City of Trinidad sales tax, 1.5% Las Animas County tax) and remit to the state of Colorado as required by law. I assume all responsibility for my display items and property while exhibiting at Santa Fe trail days festival 2023.***

***Signature: \_\_\_\_\_ Date: \_\_\_\_\_***

***Please mail application with payment and all required information as listed on this form to:.***

***TLAC Chamber of Commerce***

***127 N. Commercial St., Suite 204 Trinidad, CO 81082***

***Phone: 719-846-9285 Email: [chamber@tlacchamber.org](mailto:chamber@tlacchamber.org)***