



Date Rec'd: _____
 Payment Rec'd Amt.: _____
 Amt. Due: _____
 Payment Process: _____
 Booth # Assigned: _____

2024 Chaffee Home & Garden Show Sponsor/Vendor Contract

DATES OF SHOW: April 6 & April 7, 2024

HOURS: Saturday 9:00 AM to 5:00 PM
 Sunday 10:00 AM to 4:00 PM

LOCATION: Chaffee County Fairgrounds, 10165 County Road 120, Salida Colorado.

SHOW WEBSITE: <http://chaffeehomeandgarden.com>

CHECK PAYMENTS: Checks are to be made out to **Salida Sunrise Rotary Charitable Fund, Inc.** and should be mailed to P.O. Box 1044, Salida CO 81201.

Sponsors/Vendors please fill in the information below.

	Please <u>PRINT</u> or <u>TYPE</u> Your Information In This Column
Business/Company Information: <i>(as you want it listed in promotional material)</i>	
Product Type	
Business Address	
Business Phone Number	
Website <small>(Show website will provide a link to your business website)</small>	
Contact Information:	
Contact Person	
Contact Person Phone Number	
Contact Person Email address	
Contact Mailing address <small>(where you would like your complimentary tickets mailed to)</small>	

Please provide a 20 word explanation of the productions and or services your company offers for the Chaffee Home and Garden website vendor section:

SPONSORS

Please consider being a show sponsor this year! As a sponsor, you are eligible for complimentary booths based on the level of your sponsorship. Additional booths can be purchased for \$400 each.

	(Circle One)			
Sponsorship:	Platinum	Gold	Silver	Friend of Show
	\$2000	\$1500	\$1000	\$500
Complimentary Booths:	2 free booths	1 free booth	1 free booth	1 free booth

To secure your Sponsor reservation, submit with this agreement a deposit in the amount of \$_____. Sponsorships cannot be accepted or advertised without a deposit.

Final payment of \$_____ is due March 22, 2024.

Pay by Check: Checks are to be made out to **Salida Sunrise Rotary Charitable Fund, Inc.** and should be mailed to P.O. Box 1044, Salida CO 81201.

Pay by Credit Card: For fast, easy payment of your deposit or the full amount of the booth, use your credit card. Click the “Pay Now” button to pay by credit card or your Pay Pal account. You do not need to have a Pay Pal account in order to pay online. Be sure to mail your contract to Salida Sunrise Rotary Charitable Fund, Inc., PO Box 1044, Salida, CO 81201.

Vendor Booth Offerings

Registration. All booths are \$400 and the booth size is 10’ x 8’. You may purchase more than one booth (at \$400 per booth) to increase the amount of space you need to showcase your business with an addition deposit of \$100 per booth space. If you require outside space, please contact David Moore at (719) 239-0085 for more information.

To secure your booth location, you can pay in full or submit a **\$100 deposit per booth** and a signed contract. The remaining amount is due March 22, 2024. If the remainder of the payment is not received on time, this contract will be voided and the space resold to another vendor.

If you would like to be listed in the Show Program, which is circulated in *The Mountain Mail* one week prior to the show to Chaffee County residents and is also distributed to all show participants, you must be paid in full by March 22, 2024.

Any booths purchased after March 22, 2024 will be required to pay total booth amount at the time of reservation.

No booth will be held without a confirmed deposit or full payment and a signed contract.

Pay by Check: Checks are to be made out to **Salida Sunrise Rotary Charitable Fund, Inc.** and should be mailed to P.O. Box 1044, Salida CO 81201.

Pay by Credit Card: For fast, easy payment of your deposit or the full amount of the booth, use your credit card. Click the “Pay Now” button to pay by credit card or your Pay Pal account. You do not need to have a Pay Pal account in order to pay online. Be sure to mail your contract to Salida Sunrise Rotary Charitable Fund, Inc., PO Box 1044, Salida, CO 81201.

Booths will be served on a First-Come, First-Served basis. You may indicate your preferred location. Your preference will be taken into consideration by the Logistics team for the Chaffee Home & Garden Show. To be sure you are picking a location that is not in the same vicinity or adjacent to a competitor, please view the layout for both the South and North building on the website <http://chaffeehomeandgarden.com>.

Please enter the number of booths you will be purchasing in the table below. Note: If you are a sponsor, depending on your level of sponsorship, you will receive complimentary booths. See information under Sponsor section of this contract for the number of complimentary booths.

	Number of Booths	If Sponsor, number of complimentary booths	Number of purchased booths x \$400	Deposit Amount	Remaining Amount Due by March 22, 2024	Preferred Booth Location
Sponsor Example:	4	2	\$800	\$200	\$600	N 49
Vendor Example:	1	0	\$400	\$100	\$300	N 48
Fill in your purchase:						

Pipe & drape, table and chairs are provided for each booth. Please indicate your needs below:

	Pipe & Drape (Please indicate YES or NO)	Number of tables	Number of chairs
Example	Yes	2	2
Fill in your needs:			

Do you have any special needs as a vendor? All booths have access to electricity through power strips (120v power). If you need 220v power, please indicate below and we will try to accommodate your needs. Wi-Fi is available in both exhibit buildings.

GENERAL VENDOR INFORMATION

PLEASE NOTE THE FOLLOWING:

No gas heaters or open flames are permitted inside the exhibit hall

No steps allowing access to hot tubs are permitted for safety reasons regardless of whether the hot tub contains water or not.

Only service dogs properly identified as such will be allowed inside the exhibit hall. If your business is providing grooming and services for dogs, you may bring a dog into the exhibit hall.

The Chaffee Home and Garden show will be held in all weather conditions.

RULES AND REGULATIONS FOR BOOTHS

- SET UP:** All Vendors must set up Friday April 5, 2024 from 3:00-7:00 pm. A Vendor appreciation buffet will be available to all Vendors and their support staff from 4:30 to 7:00 pm on Friday evening.
- TAKE-DOWN:** Booths must be dismantled Sunday starting at 4:00 PM when show closes and should be completed by 6:00 PM.
- BOOTH SPACE:** No signs or display materials may protrude beyond the boundaries of the rented display area. All Vendor activities must be restricted to the rented space unless permission has been granted by Chaffee Home & Garden committee. No damage of any nature may be done to the premises. Vendors will be held responsible for any damages. Use of sound equipment, such as microphones, televisions, and DVD players will be permitted where appropriate to the display, provided sound is maintained at conversational level. The Chaffee Home and Garden committee reserves the right to restrict Vendor's use of sound and other devices. No vendor announcements will be made on the exhibit hall sound system.

4. **BOOTH STAFFING:** Exhibit booths must be staffed during show hours, unless otherwise agreed in writing by the Chaffee Home and Garden committee. If your booth is not staffed, the space may be given to another vendor or a non-profit organization.
5. **INDEMNIFICATION BY VENDOR:** Vendor agrees to hold Salida Sunrise Rotary Charitable Fund, Inc. and Chaffee Home & Garden Committee harmless from any liabilities incurred directly or indirectly by the Vendor in any manner whatsoever involved this application agreement. Further, Salida Sunrise Rotary Charitable Fund, Inc. and Chaffee Home and Garden Committee shall not be held liable to Vendor for any damages whatsoever or loss of any kind to their Exhibit or Products.
6. **LICENSES/PERMITS:** Vendor shall be responsible for obtaining any license, permits, taxes or approvals required under local or state law applicable to their activity at show.
7. **SUBLETTING/SHARING BOOTH SPACE:** Subletting of contract exhibit space is **NOT** permitted. Special arrangements must be made with the Chaffee Home and Garden committee in advance for two or more Vendors to share the same booth.
8. **SHOW CANCELLATION:** Should any event prevent the Salida Sunrise Rotary Charitable Fund, Inc. from holding the show, it will not be held liable for any expenses incurred by the Vendor other than the rental cost of exhibit space.
9. **VENDOR CANCELLATION:** If vendor must cancel its booth for good and sufficient reasons and written notice for such cancellation is delivered to Salida Sunrise Rotary Charitable Fund, Inc. by March 22, 2024, Vendor shall receive a refund of any booth fees paid except for \$100 which will be considered a tax-deductible donation to the Salida Sunrise Rotary Charitable Fund, Inc. If cancellation occurs after March 22, 2024 all booth fees will be kept as a donation.
10. **VENDOR DIVERSITY:** Salida Sunrise Rotary Charitable Fund, Inc. reserves the rights to limit number of vendors to ensure broad diversity amongst the vendors.
11. **PAYMENTS:** You can pay in cash, check or by Credit Card/PayPal.

Cash: Please pay cash directly to our sales team David Moore at (719) 239-0085

Checks: Checks are to be made out to **Salida Sunrise Rotary Charitable Fund, Inc.** and should be mailed to P.O. Box 1044, Salida CO 81201.

Credit Card: For fast, easy payment of your deposit or the full amount of the booth, use your credit card. Click the "Pay Now" button to pay by credit card or your Pay Pal account. You do not need to have a Pay Pal account in order to pay online. Be sure to mail your contract to Salida Sunrise Rotary Charitable Fund, Inc., PO Box 1044, Salida, CO 81201

Vendor Business Name:

Please Print

Vendor Signature

Date

Chaffee Home & Garden Show Representative Signature

Date