



Dear Vendor Applicant,

The Midsummer Festival, organized by the Scandinavian Alliance of Colorado, is held in the mountain town of Estes Park, Colorado in Bond Park. The dates and hours for the 2018 Scandinavian Midsummer Festival are June 22<sup>nd</sup>- 24<sup>th</sup>; Friday Preview from 4 p.m. - 9 p.m., Saturday 9:30 a.m. - 5 p.m, and Sunday 9:30 a.m. - 4 p.m.

This year we are adding a special preview night. Historically many people begin gathering and we will be opening the beer tent from 4 - 9 p.m. on Friday Evening. If you are interested in participating you must select the appropriate box in the application and be setup by 4 p.m. on Friday.

The festival is also creating an area with a focus on Scandinavian cultural organizations. We are offering discounts to those organizations that are prepared to share their cultural events, projects, programs, and activities with festival visitors. These special Cultural Booths are not allowed to sell wares, must be present in their booth the entire festival, and must have information or activities that are shared with the public.

The Midsummer Festival has always enjoyed celebrating the Scandinavian heritage. Any person, with any product, that would like to become a vendor in the Scandinavian Festival must jury their wares and be voted into the Festival by the vendor committee. Keep in mind: All vendors must have some items that are of a Scandinavian-related design. The show committee will visit your booth to check these items.

Included in this packet are all the necessary forms for New Vendors, and City & State forms or links to their online forms. If you have any questions please contact us at [vendor@scandinavianallianceofcolorado.org](mailto:vendor@scandinavianallianceofcolorado.org).

Vendor Committee  
Scandinavian Midsummer Festival  
Scandinavian Alliance of Colorado



## New Vendor Application

If this is your first time exhibiting or it has been more than 3 years since you participated, you will need to complete the New Vendor form.

### **JURYING & JURYING FEE**

A Non-refundable \$15 jury fee is required with your submission. Three photos of your work, 1 of your booth/display, and 1 of you in your studio are required. Please include a short list of items being sold. Email your photos to [vendor@scandinavianallianceofcolorado.org](mailto:vendor@scandinavianallianceofcolorado.org) and include your business name as it is listed on this application.

A limited number of vendors are accepted into each of our categories. These categories are dependent on each of our vendors and their inventory.

### **SETUP**

Set up is Friday 6/23 from 12 p.m. - 8 p.m. - You will receive your setup time before the festival. If you are participating in the preview you will need to be setup by 4 p.m.

You must provide your own tent and display. Booths must be secured by weights (apx 50 lbs per tent leg). Stakes are not allowed into the plaza surface. Spaces are a standard 10 x 10 ft.

### **ESTES PARK SPECIAL EVENT VENDOR LICENSE**

Estes Park requires that all vendors purchase the town SPECIAL EVENT VENDOR LICENSE at a fee of \$20. The form is included in this packet.

### **CITY, COUNTY, & STATE SALES TAXES**

You must collect and remit the city, County and State sales taxes. A Colorado Special Events License from the State of Colorado is required to be with you on site. If you have a regular Colorado State Sales Tax License you do not need this Special Events License. License registration forms are available on the state website at <http://www.colorado.gov/cms/forms/dor-tax/dr0589.pdf>

### **SILENT AUCTION**

The Silent Auction is a fundraiser to help support the Festival. Your support is extremely important and greatly appreciated. A donation is completely voluntary.

### **CANCELLATION POLICY & DEADLINES**

If you cancel by May 1, 2018 you will receive a full refund, after May 1, 2018, no refund will be given. Early Bird Registration ends on March 15, 2018.



## New Vendor Registration Form

Please Print Clearly

### New Exhibitor Information

Complete all of the following information

Contact Name	
Business Name	
Address	
City/State/Zip	
Phone	Is this a cell phone YES NO
Email	
Website	
Do you have a Facebook page? YES NO Instagram? YES NO	
Would you like to participate in the festival preview on Friday? You will be required to be setup by 4 p.m. on Friday. YES NO	

### Fees & Participation

Check the area off to the left and be sure to tally your fees on the right.

	<b>Early Bird Ends March 15, 2018</b> # of Booths _____ x \$195 (double space \$390)	
	<b>After March 15, 2018</b> # of Booths _____ x \$225 (double space \$450)	
	Electricity \$35	
	Corner Space \$35	
	Town of Estes Park Special License Fee \$20	<b>\$20</b>
	<b>TOTAL - Tally all of your amounts on the right and write a check made out to the Scandinavian Alliance of Colorado for this amount.</b>	<b>\$</b>



## New Vendor Registration Form (page 2)

Please Print Clearly

### Application Checklist

Check off each before you send your application

	<p>As a New Vendor applicant, you must send 3 photos of your work/merchandise, 1 of your booth/display with merchandise in place, and 1 of you in your studio/workshop. These images must be emailed to <a href="mailto:vendor@scandinavianallianceofcolorado.org">vendor@scandinavianallianceofcolorado.org</a> with NEW VENDOR PHOTOS in the subject line. Be sure to include your name, business name, and contact information so that we may match up your application to your photos.</p>
	<p>A \$15 non-refundable juror fee is required on a separate check made out to the Scandinavian Alliance of Colorado</p>
	<p>Your booth fee check must be made out to the Scandinavian Alliance of Colorado. Be sure to tally up your info above to be sure of your dollar amount.</p>
	<p>Mail your completed application to:          Scandinavian Alliance of Colorado          Post Office Box 267          Erie, Colorado 80516</p>

### Exhibitor and Liability Agreement

I (we), (print your name(s)) \_\_\_\_\_  
 agree to indemnify, defend, and hold harmless the Scandinavian Midsummer Festival, the Scandinavian Alliance of Colorado, the Town of Estes Park, and any and all sponsors, agents, employees, representatives, members, and volunteers from any loss or liability, including the costs of attorney fees made by an individual or entity of or arising in connection with, out of, or in relation to my participation in the Scandinavian Midsummer Festival.



Town of Estes Park  
Special Event Vendor License

Business Name \_\_\_\_\_  
State Sales Tax # \_\_\_\_\_  
Event Attending \_\_\_\_\_

Dates of Operation: \_\_\_\_\_

Address \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Phone \_\_\_\_\_

Fees: 1 - 3 days \$20 \_\_\_\_\_

4-7 days \$25 \_\_\_\_\_