



VegFest Colorado Information & Policies



VegFest Colorado (VFC) • Vegetarian Society of Colorado (VSC) • Jefferson County Fairgrounds (JCF)

Vegetarian Society of Colorado (VSC) will be hosting VegFest Colorado (VFC) on Saturday & Sunday, July 7&8, 2012, 11AM – 6PM. This will be an indoor and outdoor festival which will take place in the Exhibit Hall at the Jefferson County Fairgrounds, 15200 West 6th Avenue, Golden, Colorado 80401.

1. Exhibitor application along with VegFest Colorado (VFC) Exhibitor information & Policies shall not become binding between the exhibitor and VFC until the application has been approved & signed by VFC event organizer(s) and confirmation has been sent to you via fax, mail, or email. If you are not approved, you will be fully reimbursed.
2. Exhibitor is encouraged to promote VFC through social networking.
3. Event facility space shall not be shared or sublet without the permission of VFC.
4. Booth setup will begin at 7am, July 7, 2011 and Exhibitor should be ready for visitors by 11am.
5. Exhibitor must have signs clearly identifying the name of their business or organization. Displays will be on the table(s) or free standing.
6. NOTHING is allowed to be attached to the facility to include walls, doors, windows, etc.
7. Exhibitor and invited Cooking Demo-ers are responsible for providing all utensils, appliances, plates and other containers for food and samples.
8. Food booths and Cooking Demo-ers are required to provide a fully functional fire extinguisher if using Open flames.
9. Exhibitor must have their booth staffed both days from 11am until the festival ends at 6pm.
10. Exhibitor is permitted to enter the facility on the 2nd day at 8:30AM, July 8, 2012 and should be ready for visitors by 11am.
11. Exhibitor will restrict its activities to the allotted exhibit space and will not solicit beyond the boundaries hereto.
12. Exhibitor must vacate the premises by 7:30pm, July 7, 2012. Failure to do so shall result in the exhibitor being held responsible for any additional costs incurred. Facility will be closed and locked.
13. Exhibitor breakdown and cleanup will not start until 6pm July 8, 2012. Breakdown & cleanup must be completed by 9pm, July 8, 2012. Failure to do so shall result in the exhibitor being held responsible for any additional costs incurred.
14. No Exhibitor shall exhibit any merchandise or service other than that specified in these policies. All product displays, literature items, or other promotions must meet VFC food and/or non-food guidelines as described in item 15.
15. In the spirit of (VFC), all items displayed, advertised, sold or sampled may not be or contain animal products nor be tested on animals. This includes but is not limited to flesh, dairy, eggs, honey, gelatin, silk, skin such as leather, wool, fur, cosmetics, soap, shampoo, etc. If it is not plant based or a fully man made product, it will not be welcomed at this event.
16. Books and literature offered or sold may not promote the use of any animal-derived food or product.
17. Exhibitor selling merchandise/food (including non-profits) is responsible for obtaining the necessary form(s), collecting, paying & recording "Sales and Use Tax Special Event Return" in accordance with Colorado Department of Revenue.
<http://www.colorado.gov/cs/Satellite/Revenue/REVX/1178305465894>
18. Exhibitor is free to attend lectures or presentations, provided their table remains staffed in their absence.
19. Exhibitor space not occupied by the opening of VFC at 11am will be considered a no-show, and the space will be deemed forfeited. This forfeited space may be resold, reassigned, or used by VFC without obligations for any refund whatsoever.
20. The Exhibitor shall not (1) commit any nuisance; (2) cause any unusual smoke or odor to emanate from its space; (3) do anything which would interfere with the effectiveness of any utility of VFC, nor interfere with free access or passage to the facilities of VFC; (4) interfere with the effectiveness of accessibility to the electricity; (5) do or permit to be done any act which might invalidate any insurance policy carried by VFC, VSC or JCF.
21. Exhibitor agrees to conduct affairs in a legal, cooperative and considerate manner according to the local, city, state and federal laws, ordinances and the regulations of the facility covering fire, safety, health and all other matters.

22. Failure of the Exhibitor to comply in any respect with the terms, conditions, rules, or regulations of this contract shall result in the termination of the rights of the Exhibitor.
23. Should any contingency interrupt or prevent the holding of the event, including weather, VFC shall in no way be liable to the Exhibitor. Registration and or Application fees cannot be refunded, as they are distributed prior to the event for liability insurance, facility/operating costs, supplies, and marketing promotion. NOTE: This event is rain or shine.
24. Exhibitor agrees to make no claim for any reason against festival coordinators, VFC, VSC or JCF for lost, theft, damage, or destruction of goods, nor any injury to themselves, their employees or volunteers, or festival visitors incurred at the festival. Exhibitors agree to indemnify festival coordinators, VFC, VSC and JCF against litigation and hold them harmless for any liability arising out of the exhibitor's participation in the festival. Exhibitors agree to accept full responsibility for any such loss, theft, damage, destruction of goods, or injury caused or experienced by the exhibitor.
25. VFC reserves the right to restrict exhibits to a maximum noise level and to suitable methods of operation and display. VFC shall have the final decision as to what constitutes a proper exhibit and such decision shall be final and binding. If for any reason any exhibit or its contents are deemed objectionable by VFC, the exhibit may be moved or removed. This provision includes persons, things, conduct, printed materials, or any item or attire that VFC organizers may consider objectionable to VFC's intent. VFC further reserves the right to relocate exhibits or exhibitors when such relocations are necessary to maintain the character and/or good order of VFC.
26. Returned checks are subject to a \$35 penalty fee.
27. All points covered herein are subject to settlement by VFC and the VSC, who reserve the right to make such changes, amendments and additions, and such further regulations, as they consider necessary.
28. VFC reserves the right to decline any application at its discretion.
29. Exhibitor booth is an 8 foot table and 2 chairs in a location assigned by the VegFest coordinator.
30. In order to distribute or sell prepared food, the Exhibitor must first be approved by VFC as a food vendor. All food vendors must include proof of liability insurance and a valid business license with the Exhibitor Application and have it available at the Exhibitor's booth.
31. In order to operate as a commercial vendor, the Exhibitor must first be approved by VFC and all commercial vendors must provide proof of a valid business license.
32. VFC event coordinators reserves the right to request additional documentation as needed from any Exhibitor, at the organizers discretion, including proof of liability insurance, business license or non-profit status.
33. Exhibitor booth location and parking information will be available on line VegFestColorado.org by June 7, 2012.
34. For booth approval, exhibitor application must be filled out and mailed to Attn: VegFest Colorado, PO Box 6773 Denver, Colorado 80206. Include your check or money order. (no cash) State on your application if you paid using PayPal.
35. Electricity is by pre-arrangement only as described in application.
36. Exhibitor shall be responsible for the setup, breakdown, and cleanup of their own exhibit. Garbage and recycling containers will be provided; all garbage and recycling must be placed in the appropriate containers.