



Moffat County's Annual Kick-Off to Summer will once again take place over the Memorial Day Weekend in Craig, CO.

2024 Food, Retail, Arts & Crafts Vendors

We want **YOU** to join us!

We offer you **FOUR** days of vendor booth activity with the High School Finals at the Moffat County Fairgrounds. *You are not required to be there Friday*, but you will miss out on the first round of the action! We offer first come, first serve space for indoor & outdoor booths!

The entertainment lineup for GOWD will be the Colorado State High School Rodeo Finals Friday-Monday, Parade through town Friday, Veteran's Memorial Day Services Monday, Cowboy Action Shooting Match, LIVE Concerts featuring **Josh Ward and** Jarrod Morris, LIVE music or comedy for 21+ crowd Friday night and More! Watch our website for updates and additions to the Entertainers we line up.

We are excited to bring you this vendor opportunity and look forward to working with you to continue to grow GOWD into a widely attended and much anticipated multi-day Memorial Day weekend event in NW Colorado.

Please review the following pages and return your completed vendor application, including payment, in the mail by Friday May 10, 2024. A confirmation letter with set-up instructions and locator map will be sent to you by e-mail. We may accept applications after the 10th but your chances to get in last minute are reduced. BE SURE to get your vendor account number from the City of Craig.

Please Note: We will be phasing out the Grand OLDE West Days logos, websites, and name listings to become Grand OLD West Days in coming years! Thanks!

Grand Old West Days - Memorial Day Weekend - May 24-27, 2024

Moffat County Fairgrounds - Craig, Colorado BOOTH OPPORTUNITY Friday 24th – Monday 27th

BOOTH OPTIONS:

Retail Arts & Crafts Booths (electricity not guaranteed)

10' x 10' or 6'x16' INDOOR	\$75.00
10' x 10' OUTDOOR	\$75.00
10' x 20' OUTDOOR	\$150.00

Limited number of larger spaces available on request
additional fees will apply

Non-Profit Booths 10'x10' or 6'x16'

Must be approved by GOWD committee \$45.00

Food Vendors (Must provide own quiet generator electricity)

Full Service Food Booth	\$200
Specialty Food Booth (Specialty = 1 item only <i>WITH APPROVAL</i>)	\$100

Food booths are approx.
20' x 20'

Limited number of larger spaces available on request
additional fees will apply

All Vendor Spaces will be on the NORTH side of the arena and track – PLEASE contact us right away for special exemptions or exceptions at the discretion of the board.

Booth space is assigned by the Grand Old West Days vendor coordinator. Spaces are assigned on first come, first serve basis dependent upon your need for electricity and the receipt date of the application. **(Limited retail booth electricity availability, 110v only for an additional fee of \$15.00 – Electricity cannot be guaranteed)**

Booths cannot be reserved without payment.

THERE WILL BE A \$50.00 deposit (please make a separate check for this) for all booths to be set-up on time and stay set-up until the close of the show. ALL vendors meeting this requirement will have their check returned at the close of the show. These deposit checks WILL NOT BE CASHED unless you do not meet this requirement. We expect steady crowds throughout the weekend...your customers expect you to be here for the advertised times!

HOURS: Friday, Saturday & Sunday 10:00am to 6:00pm – Monday 10am – 4pm

SET-UP Vendors may begin setting up any time after 5:00pm on Thursday. Booths must be set up BY 10:00am Saturday May 25th and must remain open during the advertised times each day to receive the deposit check back. After drop off for set up, all vehicles must be removed from the vendor area by 9 a.m. Booth space is not transferable without permission of Show Directors. Each exhibitor must provide his or her own setup, displays and weather protection. **This is an outdoor show. Indoor vendor space is limited and available on a first come, first serve basis. No refunds will be given due to weather.** Indoor booth locations will be locked up and security patrols provided during off show hours for indoor and outdoor booths, however, Grand Old West Days Committee is not responsible for theft, damage, or loss. **All booths must be removed and trash from your booth picked up by 6:00 p.m. Monday night (May 27th)**

DEADLINE for application is May 10, 2024. Approval will be within 5 days of receipt of application. Checks will be deposited within one week of acceptance. We reserve the right to accept or reject any application or remove any product not appropriate to the festival. Confirmation with set-up instructions and locator map will be sent by **e-mail** from gowdfestival@gmail.com. We will also keep an updated vendor listing online at www.grandoldwestdays.com

Vendor is responsible for collecting and remitting sales taxes directly to the City and State. A City of Craig and Colorado Sales tax license must be displayed in each booth. **A copy of the sales tax license or application for the license must accompany your vendor application form along with the total booth fee and separate deposit check.** Vendors selling food for consumption during the event **must comply with FOOD vendor insurance requirements.**

General Information and rules

- Each vendor is expected to display items appropriate to a wholesome family atmosphere.
- No items that conflict with Grand Old West Days, or CSHSRA items for sale or the usage of the G.O.W.D. logo (for example, no silk screened or transfer T-shirts, hats, caps, etc.) without prior signed approval.
- Exhibitors must supply all displays, props, outside tables, chairs, etc.
- Covers on tables and boxes out of sight are recommended.
- No refunds or cancellations. No rain date.
- A paid/confirmed reservation is a commitment to the show
- Trash and debris in and around your space must be cleaned up before you leave.
- Vendor is responsible for collecting and remitting sales taxes directly to the Colorado Dept. of Revenue. A Colorado sales tax license must be displayed in each booth.
- A City of Craig Special Events Sales Tax permit or proof of City Sales Tax license will be required.

Food Vendor Insurance requirements \ \$1,000,000 general aggregate/ including products & completed operations for the days you participate / \$1,000,000 personal and advertising injury / \$1,000,000 each occurrence

INCLUDE PROOF OF INSURANCE and COPY OF SALES TAX LICENSE WITH YOUR APPLICATION & PAYMENT.

General types of items we welcome:

- A. Fine Arts- Painting, Graphics, Photography
- B. Sculpture, Wood carvings (and other 3 dimensional items)
- C. Crafts- Woodwork (e.g. Furniture, Toys, etc.)
- D. Ceramics, Jewelry, etc.
- E. Fabrics, Stitching, Painted Fabrics/Batik/Dying, weaving
- F. Decorative Crafts-Floral art, plants etc.
- G. Preserves and Pickles and Honey
- H. Western and ranch related décor and items

Call or email with questions: Dawn @ 970-714-1414 or gowdfestival@gmail.com

Make checks payable to: GRAND OLD WEST DAYS and please send completed application, total fee, **separate Deposit Check** and all required documents to:

Grand Old West Days

Attn: Vendor Coordinator

PO Box 1143

Craig, CO 81626

(Keep a copy of this application for your records)

GOWD Retail, Arts & Crafts Vendor Application 2024

10am-6pm Fri-Sun / 10am-4pm Mon (setup must be complete by 10am Saturday, May 25th)

Business Name: _____

Contact Person: _____

Address: _____

City: _____ State: _____ Zip: _____

City

Telephone _____ Acct # _____

Email: _____

Website: _____

DESCRIPTION OF PRODUCT: (Please send a picture of your product and your set up)

Special Needs: _____

(Electricity may not be available and an additional \$15.00 may be assessed on site if electrical is provided)

Booth Option	FEE	# of Spaces	Total Fee
10' x 10' or 6' x16' INDOOR	\$75.00		
10' x 10' OUTDOOR	\$75.00		
10' x 20' OUTDOOR	\$150.00		
Full Service Food Booth	\$200		
Specialty Food Booth (with approval)	\$100		
10' x 10' Non-Profit Booth	\$45		
REFUNDABLE DEPOSIT REQUIRED	\$50		+ \$50.00
TOTALS			

Please list your top three preferred booth space choices from the map:

INDOOR OUTDOOR

First Choice _____

Second Choice _____

Third Choice _____

DISCLAIMER: I hereby release and forever discharge Moffat County and the GOWD Committee, CSHSRA, and any of their members, entertainers and stock contractors from any responsibility, personal liability, loss or damage in connection with the event. I agree to obey all of the rules set forth by the GOWD Committee. I also understand that if I violate these rules, I will be asked to leave the event or not be considered for future festivals.

By signing the application, I agree to follow the Festival rules and guidelines and further acknowledge that I have the proper licensing and insurance coverage required to operate in the State of Colorado, City of Craig and County of Moffat.

Signature: _____ Date: _____

Vendor Coordinator Use Only

Date Received: _____ Total payment: _____ Check #: _____ Electricity charge: _____

Deposit Check #: _____ Deposit Returned? _____ City of Craig Acct # _____

Moffat County Events

Moffat County Fairgrounds

