



# 2023 Food Vendors

## Application Process

- All vendors must apply each year.
- Complete pages 2 and 3 of this application and return with \$150 deposit by January 31, 2023. *However, the first vendors to apply and pay for their spaces take priority over those with later submissions.*

## Vendor Fee

- The food vendor booth fee is: \$150 or 10% of vendor proceeds, whichever is greater.
- The Rollans Park land use code allows nonprofit use only. The vendor booth fee is a very reasonable “donation” and saves the RiverFest from monitoring vendor activity.
- A maximum of two meal vendors will be accepted at this event; additional drink or dessert vendors may also be accepted if space is available.
- A \$150 non-refundable deposit must be submitted along with the application to secure your booth space. **Make checks payable to: Uncompahgre Watershed Partnership.**

## Set Up

- Set up begins in Rollans Park parking lot on **Saturday, June 24, 2022** from 10 to 11:30 a.m. Festival activities begin at 11:30 a.m. Food vendors are asked to arrive between 10 and 10:30 a.m.
- Vendors are required to have their booths in place, equipment/supplies unloaded from vehicles, and unnecessary vehicles removed from the festival area by 11 a.m. No set up is allowed on Friday.
- Vendors are responsible for their booth equipment, such as canopy, tables, chairs, signs, etc.
- You may operate silent generators for power if needed (**electricity will NOT be provided**). If your generator is not silent, you will be asked to leave and not make any sales.
- UWP will provide tents and tables where vendor customers can consume their products.

## Hours of Operation

- Stage performances are from noon to 5 p.m. Booths must be staffed from noon to 5 p.m.
- The festival goes on rain or shine. Vendors must be prepared for inclement weather.

## Beverages

- Vendors may not sell beer or alcohol, unless otherwise arranged through sponsorship.

## Taxes and Insurance

- Vendors are responsible for all federal, state, and town taxes. UWP will provide vendors with Ridgway sales tax forms.
- Vendors must furnish proof of insurance and tax license. Vendors are responsible for all liabilities.

## Health and Safety

- Vendors must comply with all federal, state, and local health regulations.
- Each vendor must have a portable fire extinguisher.

## Operation Guidelines

- Vendors are asked to have an adequate food amount for a festival of 400-plus people with two vendors.
- The Ridgway RiverFest and UWP do not guarantee sales.
- Raffles are not allowed.
- In an attempt to achieve and maintain variety and profitability for all vendors, the Ridgway RiverFest may limit vendor’s food offerings.
- Vendors **must only use compostable or recyclable food service products, beverage containers, and utensils**. Many distributors sell these products, most at competitive rates
- Equipment and any belongings that are left on site are at the vendor’s risk.

## Clean Up

- Vendors are responsible for clean-up of their booth site at the end of the festival.
- Vendors are responsible for trash generated by their booth.
- Vendors must remove booths and all equipment at the festival’s end, by 6:30 p.m. Saturday.



# 2023 Food Vendors Application

*Sign form & return application + \$150 deposit by Jan. 31, 2023.*

Date: \_\_\_\_\_

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Business/Organization Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Day Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Please include the names of the person(s) working in the booth:

List all food(s) and drinks you would like to sell:

Describe your booth set-up, dimensions, and requirements:

# 2023 Food Vendors

**Please initial each item:**

**If I am accepted as a vendor:**

\_\_\_\_\_ I understand that noisy generators are not allowed. If a generator is required for my operation, I must provide my own silent generator.

\_\_\_\_\_ I agree to provide certification of insurance and sales tax license.

\_\_\_\_\_ I understand that UWP does not carry insurance to cover my personal property and that I store equipment at my own risk.

\_\_\_\_\_ I understand that the Ridgway RiverFest makes no sales guarantee.

\_\_\_\_\_ I understand that the Ridgway RiverFest will determine my booth's location.

\_\_\_\_\_ I understand that I am responsible for trash removal in and around my space.

\_\_\_\_\_ I will abide by the festival's zero waste ethics and use only food service products, beverage containers, and utensils that are recyclable or compostable.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Please sign this form and return pages 2 and 3, along with the \$150 deposit (make checks payable to Uncompahgre Watershed Partnership) by **January 31, 2023** to:

Uncompahgre Watershed Partnership  
P.O. Box 392  
Ridgway, CO 81432  
[ridgwayriverfest@gmail.com](mailto:ridgwayriverfest@gmail.com)

Or ask us for the link to our RiverFest PayPal page and you can pay online.

**Questions? Contact us at [ridgwayriverfest@gmail.com](mailto:ridgwayriverfest@gmail.com)**