



# Vendor Registration Form

Please print clearly. Make checks payable to **Charitable Treasures Workshop, PMB243, P.O. Box 220, Woodland Park, CO 80866. Info: 719-686-7775; [info@charitabletreasuresworkshop.com](mailto:info@charitabletreasuresworkshop.com).**

CATEGORY  Art/Craft  Food  Packaged Food  Wine-Themed Products  Winery

Contact Person Name \_\_\_\_\_

Business Name \_\_\_\_\_

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

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Day Telephone \_\_\_\_\_ Cell Phone \_\_\_\_\_

Email \_\_\_\_\_ Website \_\_\_\_\_

Business or Menu Description \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Sales Tax ID number \_\_\_\_\_

Slides of products, portfolio, and booth enclosed Yes \_\_\_\_\_ No \_\_\_\_\_

**Registration Fee**

Booth Space @ \$50 per 10 by 10 space (all booths are inside the restricted access area)

= \$ \_\_\_\_\_

Electricity for Vendors @ \$35

= \$ \_\_\_\_\_

(Electricity must be purchased now otherwise it cannot be made available to vendors on the day of the event)

**TOTAL ENCLOSED**

= \$ \_\_\_\_\_

Please make checks payable to: Charitable Treasures Workshop. To charge your Registration, call 719-686-7775. Paperwork must still be mailed/faxed if charging your fee.

**Agreement:**

- Vendors are responsible for collecting sales tax of .069 and reporting it on CO Dept. of Revenue Special Event Retail Sales Tax, Form DR 0589 and DR 0098.
- Vendors are responsible for the delivery, handling, set up, take down and removal of their display.
- Food vendors – Will contact the Teller County Environmental Health Department directly, Tel: 719-687-5250, with any questions regarding licensing for the event and completion of the Teller County Mobile/Unit/Temporary Event Packet.
- “*Vino & Notes*” will not be cancelled for inclement weather – so be prepared as “*Vino & Notes*” is an outdoor event.

I agree to abide by the rules and regulations stated in this letter and accept total responsibility for my booth space and property while attending the Festival. I agree that I am responsible to leave the space I occupied in as good of condition as I found it. I agree that no vendor vehicles are permitted in the Festival area during the Festival and vehicles left within the perimeter will be towed at the owner’s expense. Further, I agree that photographs taken of me, my booth, products, and/or workers, may be used by the *Vino & Notes* - Wine & Jazz Festival for promotional purposes. **If you are selected and do not attend, no refund of your booth fee will be given.**

Signature \_\_\_\_\_ Date \_\_\_\_\_