



February 26, 2022

I would like to invite you to be a part of our 2022 Balloon Festival on August 6th in Craig Co. I have attached the Food Vendor application for you to read and send back if you want to join in on our fun.

We have a full day planned with something happening every hour. Starting with 30 Hot Air Balloons going up approximately 6:30 am (weather permitting) followed with a breakfast for those who want to watch as our Balloons take flight. We will have a Free **Cash** prize Bingo again for all to enjoy. The crowd can sit back and take in the Four Bands that will play throughout the day, and again returning by popular demand, the Card Board Regatta where the winners will receive **Cash** for their entries if they win. Plus, the antique car show will be with us again. We are still working on other events to have at our Moffat County Balloon Festival for everyone's enjoyment. All this, to help bring the people to our vendors throughout the day.

Please view our website at mcballoonfestival.com for more information.

If you have any questions please call me.

Maggie St John
Food & Craft Coordinator
360 Apple Street
Craig, Co. 81625
1-970-629-1367
stjohnmt@msn.com

MC Balloon Festival- 2022 Food Vendor Application

Moffat County Annual Hot Air Balloon Festival

Food Vendor Applicant Information Packet

Festival Rules and Guidelines

Festival Day Saturday, August 6th

Loudy-Simpson Park Craig, Colorado

elkruninn@yahoo.com

You are invited to participate in the 12th annual Moffat County Balloon Festival in Craig, Colorado! We are planning for Hot Air balloons, family activities, food, crafts, arts, and fun. Activities will kick off at 6:30am on Saturday and wrap up no earlier than 7:00pm. We are anticipating over 2,000 attendees.

DEPOSIT Per Retail Booth space is \$75.00. Booth fee is \$75.00, we ask that you provide us with two checks, totaling **\$150.00**, one for the deposit to be returned to you and one for the booth rental fee. Your deposit check will not be cashed and will be returned at 7:00pm Saturday evening, provided that you meet the requirements of setting up on time and staying set up for the event. Booth size is 15'x 20' space and is assigned by the Balloon Festival food vendor director. Spaces are assigned on a **first paid** reservation, **first serve** basis.

Provided that you set up on time and stay open throughout the event on Saturday you will receive your deposit check back at the event, if you do not meet those requirements you will forfeit your deposit.

DEADLINE for application is July 18, 2022 Approval will be within 5 days of receipt of application. Checks will be deposited upon acceptance. We reserve the right to accept or reject any application or remove any product not appropriate to the festival. Only a limited number of vendors of each food type will be accepted. Confirmation with set-up instructions will be sent by e-mail. You may wish to send a test email to elkruninn@yahoo.com to ensure that we have your correct email address.

On Saturday, August 6th- vendors may begin setting up at 7am and are required to be set-up by 11 am. Keep in mind that the balloons will launch at approx. 6am. You will have 30 minutes to unload & move your vehicle. **All vehicles must be removed from the staging area by 9am.** We ask that your booth remain open from 11am to 7pm on Saturday. You are welcome to also have your booth open during the balloon glow. If your food item is one that is not necessary to have your booth open all day (for example ... you are only serving a lunch or dinner meal) we require that you post your open hours at your booth.

Booth space is not transferable without the permission of the Food Vendor Director. Each exhibitor must provide his or her own setup, displays, tents and weather protection. This is an outdoor event and all-weather considerations for deposit returns will be made by the committee and that decision is final. Moffat County Balloon Festival Committee is not responsible for theft, damage, or loss. Vendor is responsible for collecting and remitting sales taxes directly to the Colorado Department of Revenue. A Colorado Sales tax license must be displayed in each booth. Insurance requirements \ \$1,000,000 general aggregate/ including products & completed Operations for the days / \$1,000,000 personal and advertising injury you participate / \$1,000,000 each occurrence **INCLUDE PROOF OF INSURANCE and COPY OF SALES TAX LICENSE WITH YOUR APPLICATION & PAYMENT.**

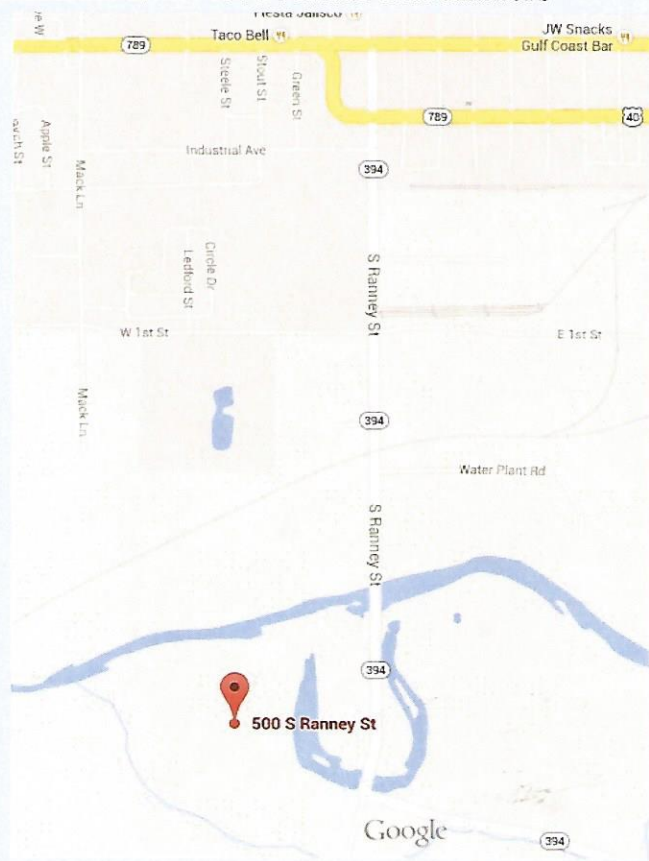
MC Balloon Festival- 2022 Food Vendor Application

We look forward to having you at the Moffat County Balloon Festival!

Please direct all Food Vendor questions and comments to the food vendor coordinators

Contact **NEW** vendor coordinator,
Maggie St. John, at 970-629-1367

Or by email at elkruninn@yahoo.com



MC Balloon Festival- 2022 Food Vendor Application
12th Annual Moffat County Balloon Festival
Aug 6, 2022 – Aug 7,2022

Food Vendor Application

Please note the set-up times in the food vendor applicant packet festival rules and guidelines.

Please provide a current email address as all correspondence will be via email.

Business
Name _____

Contact Person _____

Address _____

City _____

State _____

Zip _____

Telephone _____

Cell _____

Email _____

Colorado Sales Tax Number _____

DESCRIPTION OF PRODUCT: (Please send a picture of your product and your set up with your application or by email to elkruninn@yahoo.com)

DISCLAIMER: I hereby release and forever discharge Moffat County and the M.C.B.F. Committee and any of its members 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 M.C.B.F. 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.

Signature _____

Date _____

FEE: \$75 Deposit PLUS \$75 booth rental fee for a total of \$150.00

Send application, payment, and required insurance and sales tax documents to:

MCBF - Food Vendor Coordinator

895 Jeremiah Ave. – Craig, CO 81625

Amount enclosed: _____

DEADLINE: July 18, 2022. Confirmation letter with set-up instructions and locator map will be sent by e-mail. (Please keep a copy of this application for your records)

Questions or comments may be directed to the Food Vendor Coordinator

Maggie St. John at 970-629-1367

or by email at elkruninn@yahoo.com

www.mcballoonfestival.com

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