

# Lamar Chamber of Commerce

## Vendor Form

Please choose which event this form is for

- Oktoberfest**
- Cinco de Mayo**
- Lamar Days**
- Farmers Market**
- Other:** \_\_\_\_\_

### Cost

Food Truck/Trailer **Chamber Member** - \$75

Food Truck/Trailer **Non-Chamber Member** - \$100

Arts/Crafts/Information Booth **Chamber Member** - \$40

Arts/Crafts/Information Booth **Non-Chamber Member** - \$50

Non-Profit - **NOT selling anything** - \$15

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

Contact Name: \_\_\_\_\_

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

Address (Street, City, State, Zip): \_\_\_\_\_

Phone Number: \_\_\_\_\_

### Vendor Spot Size

- Food Truck/Trailer **Chamber Member** \$75
- Food Truck/Trailer **Non-Chamber Member** \$100
- Arts/Crafts/Information **Booth Chamber Member** \$40
- Arts/Crafts/Information Booth **Non-Chamber Member** \$50
- Non-Profit - **NOT selling anything** - \$15
- I would like an additional space and will pay double the price indicated above.

What items do you plan to sell at our event? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Have you read and signed the agreements on the second page of this document?

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

# Lamar Chamber of Commerce

## Vendor Information

- All vendors are required to fill out this Google Form or approved paper form at the Chamber Office or on our website.
- For Oktoberfest and Cinco de Mayo, all vendors will be placed by our committee on the event map. This map will be emailed to you 2-3 days before the event is to take place along with additional details.
- Vendors only need to check-in with event staff if they have questions on their space.
- For Oktoberfest and Cinco de Mayo, please follow the event map and set up within the boundaries that you are given for your space. If you set up in the wrong area, we will ask you to move.
- For Oktoberfest and Cinco de Mayo, if you do not adhere to the rules and our map that is sent out before the event, you will be asked to leave and your vendor fee forfeited.
- Previous locations of vendors in the past are not guaranteed the same spot.
- All vendors must be set up and open by event start time.
- Depending on the event, electricity will be provided on a first registered, first paid basis and where available.

## City/State Sales Tax

- You are responsible to collect and report any tax as potentially required for your entity.
- Lamar Chamber will not collect sales tax.
- All related taxes must be paid online with the state of Colorado and to the City of Lamar.
- If taxes are not paid to the city, you are at risk of not attending future events.

## Event Agreement

- Food Truck/Trailer vendors are accepted and placed on a first come, first served basis with application and payment. Spots are not guaranteed on years past, but can be requested.
- No refunds will be given if the event is canceled due to weather. A credit may be given for a future event date.
- No refunds will be given if a vendor is asked to leave for inappropriate conduct.
- Food vendors are required to have any/all required health department and/or tax documents completed and available the day of the event if requested.
- The Lamar Chamber is not responsible for any fines or violations incurred by Vendors for lack of documentation.

Contact the Chamber Office at (719) 336-4379 or [LamarChamberofCommerce@gmail.com](mailto:LamarChamberofCommerce@gmail.com) with any vendor questions.

I \_\_\_\_\_ understand and accept the terms of the "Event Agreement", the "Event Information" as well as the "City/State Sales Tax" above and I will adhere to these agreements.

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