



## VENDOR BOOTH REQUEST FORM

(Please print legibly)

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

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

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

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

List all products sold: If needed, attach another sheet and check this box.

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

**Electricity:** Limited electricity is available, however it cannot be guaranteed. If power usage is a necessity, please indicate. Do you require electricity?  No  Yes

**Booth fees are based on 10% of gross sales and will be due prior to leaving the Airport. Vendor must attach a sales report verifying amount due.**

Submission of an application does not guarantee your acceptance. Tailwinds General Store reserves the right to move, discontinue, or limit the participation of any approved applicant at any time. Approved applicants are solely responsible for their compliance with all relevant state, local, and federal health codes, regulations, licenses, insurance and taxes.

I, the undersigned, have read and agree to the terms and conditions, and will adhere to the Rules and Regulations set forth by the Tailwinds General Store, Yampa Valley Regional Airport and Routt County.

Applicant's Signature: \_\_\_\_\_

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

Printed Name: \_\_\_\_\_



## VENDOR POLICY FORM

- **A 10'x10' space will be provided.** Only one vendor per space, NO Subletting or Sharing of Space Allowed.
- Vendors will provide their own tables, chairs, booth lighting, extension cords, display, etc.
- Vendors may only sell from the confines of their booth.
- Your signage cannot be displayed anywhere within the terminal other than at the assigned booth.
- Submission of an application does not guarantee your acceptance.
- Check-in and setup will be at 8:30 am on the day of your event at the Tailwinds General Store located at the Yampa Valley Regional Airport in departures.
- **INSURANCE:** Neither Tailwinds General Store, Yampa Valley Regional Airport nor Routt County will assume liability for any losses that you may incur. All vendors are solely responsible for maintaining their compliance with relevant state, local, and federal health regulations, codes, licenses, insurance, and taxes.
- **SALES TAX:** Vendors are responsible for collecting and reporting their own sales tax.
- **Approved Applicants** must sign a WAIVER OF LIABILITY before occupying a booth space.
- **Conduct:** Respectful cooperation with local authorities is mandatory. (i.e. State, County, and City Employees, and Airport Staff). You are required to conduct yourself in a safe, courteous and professional manner. If you should have an issue with the event or Airport Staff, please bring the matter to our attention so that we may attempt to remedy the situation. Unprofessional conduct that may be detrimental to the event including derogatory comments made to patrons regarding the event, its staff, promoters and or sponsors are grounds for your removal from the event.
- Tailwinds General Store reserves the right to move, discontinue, or limit the participation of any approved applicant at any time.
- **Compliance:** Failure to comply with the Rules and Regulations governing this event may result in your expulsion from the event without refund in addition to being barred from future events.
- **The Sale of Fire Arms, Alcohol, Tobacco, Weapons, Obscene Materials, Stolen Merchandise, and Illegal Paraphernalia are strictly forbidden.**
- **VENDOR PARKING** is located in the Long Term Parking Lot. Vendors will need to pull a ticket upon entering the Long Term Parking Lot. Vendors will be given a coupon to exit the Long Term Parking Lot for free.
- **SET UP:** Vendors may unload their products at curbside however this will require one person to stay with the vehicle and another person to bring items to the Tailwinds



General Store. Please contact Airport Staff to help with unloading if needed. No vehicles can be left unattended at curbside. Violators will be charged and issued a citation by local law enforcement.

- **Clean Up:** Vendors are required to remove all trash from their booth space. Please breakdown boxes and place in the recycle bins in the baggage claim area. No item(s) including but not limited to trash, boxes, or displays are to be left behind.

Prior to your acceptance, you will be notified and asked to submit a Certificate of Insurance naming Routt County as Additional Insured.

**I, the undersigned, acknowledge that I have read and fully understand this agreement, and that I voluntarily executed the same without inducement or promise not contained herein. I further understand that this agreement may affect my rights and I expressly agree that this agreement shall be construed as broadly as permitted by the law of the State of Colorado, and that if any part hereof is declared invalid, the remainder shall remain in full force and effect.**

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

Full Name – Please Print \_\_\_\_\_

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

Title \_\_\_\_\_

Address \_\_\_\_\_

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



**VENDOR BOOTH**

**Waiver, Release and Hold Harmless Agreement**

I, the undersigned, do hereby for myself, my employees, officers, agents, representatives, contractors and invitees, agree and acknowledge as follows:

Vendor shall release, discharge, indemnify and hold harmless County and its officials, employees, agents and representatives from and against liability for any claim, demand, loss, damages, penalty, judgement, expenses, costs (including costs of investigation and defense), fees (including reasonable attorney and expert witness fees) or compensation in any form or kind whatsoever for any bodily injury, death, personal injury or property damage arising out of or in connection with any act, error or omission by the Vendor or for any resulting liability alleged to accrue against County on account of the Vendor’s acts, errors or omissions; provided however, that such indemnity shall not be construed as an indemnity for bodily injury or property damage arising from the sole negligence or intentional acts of County or its employees.

Vendor further shall investigate, process, respond to, adjust, provide defense for and defend, pay or settle all claims, demands, or lawsuits related to its acts, errors and omissions hereunder at its sole expense and shall bear all other costs and expenses related thereto, even if the claim, demand or lawsuit is groundless, false or fraudulent.

Vendor shall secure and maintain for the duration of the event such insurance policies, from companies licensed in the State of Colorado, as will protect itself, County (with Routt County, Colorado and the Board of County Commissioners of Routt County named as additional insured to the extent permitted by law), and others as specified, from claims for bodily injuries, death, personal injury or property damage, which may arise out of or result from the Vendor’s intentional or negligent acts, errors or omissions. The Vendor shall provide general liability insurance and any special coverages reasonably related to the intended use as may be required by the County in the following minimum amounts:

- \$1,000,000.00 per occurrence
- \$1,000,000.00 aggregate
- \$1,000,000.00 Products-Completed Operations
- \$1,000,000.00 Personal and advertising
- \$50,000.00 Property damage and Fire
- \$25,000.00 Medical Expense

**I have fully read and understand the contents of this agreement and I further acknowledge that I voluntarily execute the same without inducement or promise not contained herein.**

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

Full Name – Please Print \_\_\_\_\_

Title \_\_\_\_\_

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

Address \_\_\_\_\_

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