

REQUIREMENTS

Return of a completed application and additional requirements below does **NOT GUARANTEE** acceptance of your booth at our event. If you are not accepted, there will be no charge and any payment submitted with your materials will be returned. If accepted, all payments made are **NON-REFUNDABLE**.

As a food vendor at Rock Jam LLC, you are required to provide the following items to be considered:

- Completed application, please indicate any extra needs (electric, camping, storage, etc.).
- \$150 application fee and any payments for related booth extras (see application).
 - *At the event*, a fee of 30% of gross sales will be imposed.
- Current Colorado Sales Tax number.
 - If you do not have one, please visit the vendor information page on our website for further details.
- Current Colorado Retail Food Establishment License.
 - If you **HAVE** this license, there is a link online to download the Licensed Vendor Temp Event Info form that needs to be completed and returned.
 - If you **DO NOT** have this license, there is information on our website regarding how to obtain one.
- Proof of insurance coverage, *minimum \$1,000,000 (one million) liability*. **Must** be in the form of a Certificate of Liability showing Rock Jam LLC as the certificate holder and having the event dates listed. Submit with your application or have your insurance agent fax direct to 715-839-7553.
 - If requested, Rock Jam LLC has insurance available for an additional fee (see application).
- Picture of your set-up and detailed diagram showing booth dimensions and a serving side.
- Complete menu with pricing, listing all foods you would like considered for the event.
 - **Note: all items may not be approved**; you will be contacted for menu changes, if needed.
- Chemical list, include all supplies used within your booth.

Payment Deadline: June 1, 2012*

***If returning from 2011, your deposit MUST be received by April 6, 2012!!**

WHAT YOU CAN EXPECT

Our food vendor space is limited, competitive and fills quickly. The sooner you return your materials, the better chance you have of being accepted. Returning vendors are given priority.

If approved, you will receive a confirmation via email/mail along with specific event information and detailed rules and regulations.

If rejected, you will receive a letter in the mail explaining why. If you paid by check or money order, it will be returned with the denial letter.

All camping and access materials will be available for pick-up when you arrive at the festival gate.

PROVISIONALS

As an accepted food vendor at Rock Jam LLC, we will provide you with the following:

- Concession space (within the outlined food court area) for sales of your product(s).
- Three (3) 20-amp circuits of electricity. If additional is required, it must be requested and paid for.
- Event access for you and your workers. Number of employees is subject to management approval.
- One** (1) complimentary camping space, if requested. Additional can be purchased for \$50 each.
 - If camping, each 2-day worker can request a complimentary shower access pass.
- Vendor vehicle access to the grounds for set-up and daily restocking.
- Complimentary facility amenities (NOT TO BE ABUSED) include:
 - Commissary trailer with 3 compartment sink. **Please bring your own cleaning supplies.**
 - Dumping area for both fresh and waste water.
- Ice is delivered to vendors that request it. Price will be available at set-up prior to the event.
 - **Note:** *Rock Jam LLC does NOT provide cold storage units for ice or food.* If you prepare a product using ice, we ask that you arrange to have an outside ice storage unit.
- Accurate and timely accounting methods during the event, as well as prompt payment (at event's end).
- Knowledgeable staff providing answers to your questions and quality customer service.

WHAT WE EXPECT

Because we value all our vendors, and often have them return on a yearly basis, we do have expectations.

First and foremost, we trust that your actions and booth appearance will be professional while you deliver a savory product that the crowd enjoys. Many of our festival attendees also return on a yearly basis and they will continue to visit your booth if they are treated right.

We expect that deadlines will be followed and requested materials will be submitted in a timely manner.

We DO NOT allow pets on the festival grounds or in camping areas. This applies to BOTH vendors and festival attendees. NO exceptions will be made!

NO motorized vehicles or scooters are allowed on the grounds or in camping areas.

We expect you will keep your booth open until the last act takes the stage each night: approximately 10:00 pm. Early closure of your booth (on any day) will result in lack of future consideration.

Although you may be working, we expect that you will enjoy the event and have a good time!