



Food/Snack Application

Loveland Loves BBQ is ready for 2024
700 S. Railroad Ave Loveland, CO 80537 (Old Fairgrounds)

July 12th-13th, 2024
Friday July 12th 4:00 pm – 10:00 pm
Saturday July 13th 11am – 10:00 pm

Loveland Sertoma presents – **LOVELAND LOVES BBQ, BANDS AND BREWS**. This event is a fund raiser for the House of Neighborly Service and the Larimer County Boys and Girls Club. We invite you to participate in this great community event. Get ready for one of the most exciting summer events in Loveland and help us help our neighbors in need.

- **You must complete all necessary forms for the City of Loveland**
- **Applications will be granted when all information is received.**
- **You must include full payment, a copy of your license, proof of insurance and a W-9.**
- You will receive a confirmation for your acceptance to the festival.
- If you have any questions, please feel free to contact:
 - Jamie Keller jamiej@frii.com 970-222-7772

We hope to see you at the *Loveland Loves BBQ, Bands and Brews* event!

Please fill out completely and legibly:

Business Name: _____ Contact Person: _____

Address: _____ City: _____ St: _____ Zip: _____

Phone: () _____ Cell Phone: () _____

Email: _____ Website: _____

Signature of Authorizing Party _____ Date _____

(Signature acknowledges review and acceptance of terms of this agreement)

- **Set up will begin Friday Morning at 8 am and you must be set up no later than 1:00**
- **Tear down **must** be complete by Saturday night**
- **There will be no electricity available and all vendors must bring their own generator**

Space Rental:

Size:		Rental Fee:
16 x16	Food Vendor	_____ \$1000
10 x 16	Snack Food Vendor	_____ \$500

***You must fit in the parking spots – you can not go past the painted line in any direction
Each Additional 8’ Ft. _____ \$100

List total amount of space desired: **Footage must include all awnings, support poles, tie-ons, storage areas, trailer hitches, cookers etc.**

Front Footage: _____ Depth: _____ Notes: _____
Concession Trailer: _____ End Serve _____ Side Serve _____
Free Standing Food Concession: Length: _____ Width: _____

_____ **\$ Total Enclosed with Application**

(Make check payable to *Loveland Sertoma*)

Credit card# _____ Expiration Date: _____

Type of Card: _____ CCV: _____ Amount to charge: _____

Name on Card: _____

Billing Address: _____

Send check and application to:

Jamie Keller
42764 County Road 13
Fort Collins, CO 80524
jamiej@frii.com

***Electricity will not be provided this year by the event; all vendors must provide a quiet generator.

***All vendors must provide their own ice. Ice will NOT be available for purchase

***Because of the trash and grease left from vendors in the past there will be a \$300.00 cleanup fee charged to you if your area is not left in the same condition, it was at the beginning of the festival. There is another event on Sunday so all equipment, vehicles and clean up must be removed by Saturday night at the conclusion of the event, **NO EXCEPTIONS!**

PRODUCT(S)

PRICES

(Every item you would like to sell must be listed and must include the prices. Attach an additional page if needed)

State Sales Tax License # _____ **City** Sales Tax License # _____

RISK&LIABILITY

The undersigned hereby releases and agrees to held harmless Spotlight Marketing, the Loveland Sertoma Club, the City of Loveland and the Loveland Loves BBQ, Bands and Brews Committee from any damage to the undersigned’s property or any personal injury, which he/she or helpers may sustain while participating in the Loveland Loves BBQ, Bands and Brews Festival on Friday and/or Saturday, July 12 & 13, 2024 Further, I agree to abide by the Rules, Policies, and Guideline developed by the Loveland Loves BBQ, Bands and Brews Committee and understand that failure to follow these regulations can mean expulsion from this year’s festival or future festivals. Because Spotlight Marketing and Loveland Sertoma Club do not carry insurance to cover my personal property, I understand that as an independent contractor I display and store my booth at my own risk and have been advised to obtain my own insurance. I also understand that failure to pay any part of the required sales taxes will result in permanent expulsion from future events sponsored by Spotlight Marketing and Loveland Sertoma Club.

Applicant’s Signature _____ Date: _____

1. Applications will not be considered unless filled out completely, **accompanied by a Certificate of Liability and completed Vendor Application for Temporary Food Events.** If you are assigned a space, a confirmation will be sent to you with additional information. If you are not assigned a booth space your fee will be returned.
2. **Applications must be submitted no later than May 31, 2024.** Vendor spaces will be issued to selected applicants as soon as possible after receipt. If you have not received confirmation by June 30, 2024, please contact Jamie Keller at (970) 222-7772.
3. Booth fees are non-refundable. There is no rain date and no refunds for weather.
4. **There is a \$50.00 fee for returned checks.**
5. Spaces are assigned based upon early registration. You are required to supply all your own equipment, product, signage, tables, chairs, and canopies. Booths and their contents may not extend beyond the assigned space.
6. **Insurance must be provided by each vendor as follows:**
 - General Liability Insurance including both premises and products/completed operation coverages with a minimum of \$1,000,000 per occurrence limits and must name the following entities as additional insureds on the policy:
 1. Sertoma Inc. and its Subsidiaries, 1912 E. Meyer Blvd. Kansas City, MO 64132
 2. Loveland Sertoma, Inc #10754, 720 Main Street, FL 1 Kansas City, Mo 64105
 3. City of Loveland, CO 500 E. Third St. Loveland, CO 80537
 4. Spotlight Marketing, 42764 county rd. 13 Fort Collins, CO 80524

7. Spotlight Marketing, Loveland Sertoma Club and/or Loveland Loves BBQ, Bands and Brews Committee are not liable for any claims made by vendors regarding their products' value, pricing, or quality. It is the responsibility of the vendor to produce and deliver products in accordance with any and all government regulations that apply to their industry, especially with regards to food safety and product claims.
 8. If an electrical outage should occur, Spotlight Marketing, Loveland Sertoma Club and/or Loveland Loves BBQ, Bands and Brews Committee are not liable for damages to food or other products.
 9. All food booths will be inspected by the Department of Health and Loveland Fire Department. If you serve more than 500 people at three (3) events in a ninety (90) day period then you must have a food service license.
 10. Vendors are **not permitted** to serve beverages of any kind (soda, water, lemonade, tea etc.) without written permission from the Loveland Loves BBQ, Bands and Brews Committee. You will only be permitted to sell what is listed on your application.
 11. In addition to the general rules of the festival, exhibitors and vendors must abide by the following rules:
 - All exhibitors and vendors will remain within their rented area. If you are soliciting outside your designated area, you will be asked to leave, with no refund.
 - There will be no excessive noise/music that interferes with neighboring vendors' ability to conduct business in a professional and pleasing manner.
 - The law enforcement authorities will enforce the regulations at our request with possible consequences for violations being closure of the booth and/or removal from the festival area, with no refund.
 12. Sales Tax: All vendors selling goods must display, in a visible location, their Colorado State Sales Tax License and City of Loveland Sales Tax License. You may obtain a City of Loveland Special Event Sales Tax License by calling (970) 962-2708 – OR – go to website www.cityofloveland.org – OR – personally pick it up at the City offices at 500 E. 3rd Street, Loveland, CO. 80538. There is no fee for the City License.
 13. No application will be accepted unless a **complete** list of every product you want to sell with prices is included.
 14. Larimer County Department of Health and Environment requires all vendors serving food to fill out a Vendor Application for Temporary Food Events. Please include with event application. http://www.larimer.org/health/food/food_vendor_application.pdf
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Please return completed application and fee to:

Make Check payable to Loveland Sertoma

Jamie Keller

42726 County Rd 13

Fort Collins, CO 80524

If you have any questions, please feel free to contact Jamie Keller, 970-222-7772 jamiej@frii.com.

******You must work with the City of Loveland to make sure you have all special event information paperwork done. If not, the City will not allow you to have a booth. This must be done 10 working days prior to event**