



**Broomfield Days Application  
Non Profit Organizations  
Food, Games, Activities, Display**  
[www.broomfieldrecreation.com](http://www.broomfieldrecreation.com)

**Matthew Gulley - 303-460-6912/303-410-3813 fax**

**Nancy Harrold - 303-460-6903/303-410-3813 fax**

- Fee must accompany your application.
- Health Department Application Forms **Must** be Approved by the Health Department **before** your Vendor application will be approved
- Space Size Is 10 X 10 - No Trailers Without Approval - Additional Spaces Cost More And Must Be Approved
  - No Out of State Food vendor will be accepted
- Applications accepted until Sept. 2, 2011 or until the event is full
- We ask that no items be given away. Giveaways cut into the fundraising efforts of all the booths. Please charge reasonable and competitive prices, obvious undercutting will warrant removal from the event.

ORGANIZATION \_\_\_\_\_  
 CONTACT PERSON 1. \_\_\_\_\_  
 ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_  
 ZIP \_\_\_\_\_ PHONE (W) \_\_\_\_\_ (H) \_\_\_\_\_  
 E-MAIL \_\_\_\_\_

CONTACT PERSON 2. \_\_\_\_\_  
 ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_  
 ZIP \_\_\_\_\_ PHONE (W) \_\_\_\_\_ (H) \_\_\_\_\_  
 E-MAIL \_\_\_\_\_

NON-PROFIT FEDERAL ID NUMBER \_\_\_\_\_  
**LIST ALL FOOD ITEMS, BOOTH ACTIVITIES AND/OR OTHER ITEMS TO BE SOLD:** \_\_\_\_\_

ELECTRICITY? YES \_\_\_ NO \_\_\_ (20 amp service only) List appliances to be used \_\_\_\_\_

GENERATOR? YES \_\_\_ NO \_\_\_ Please see "Generators" in the Vendor Info Document.  
 WILL YOU SET UP ON FRIDAY? \_\_\_\_\_ WHAT TIME? \_\_\_\_\_  
 ARE YOU USING A TARP OR TENT? \_\_\_\_\_ WHAT SIZE? \_\_\_\_\_

- All Food Vendors must attend a Mandatory Food Service Training – Contact the Health Department at 720-887-2220 to reserve your space in one of the training dates. All trainings are held at the Paul Derda Recreation Center – 13201 Lowell Blvd., Broomfield Co 80020. 303-460-6900 x 0.

Thursday September 1	7-8 PM
Wednesday September 7	7-8 PM
Wednesday September 14	7-8 PM

<b>OFFICE USE ONLY \$ PAID</b>	<b>\$OWE</b>	<b>DATE RCD</b>
<b># OF SPACES</b>	<b>ELEC</b>	<b>GEN</b>
Health	Insurance	Zero Waste
		Conf Letter Sent

**APPLICATION FEES**

**NON PROFIT – 100% OF ALL PROFIT MUST GO TO THE NON-PROFIT**

- |                                      |  |
|--------------------------------------|--|
| 1. <b>Broomfield</b> Non-Profit Org. | 2. <b>Non-Broomfield</b> Non-Profit Organization |
| Fee    W/Elec.                       | Fee    W/Elec.                                   |
| \$60    \$70                         | \$75    \$85                                     |

**PAYMENT OPTIONS: Application will not be processed until payment is received.**

1. **MC VISA Am Express #** \_\_\_\_\_ **Exp Date** \_\_\_\_\_
2. **CHECK**  
**MAKE CHECKS PAYABLE TO : CITY OF BROOMFIELD**  
MAIL TO:                    BROOMFIELD DAYS  
DROP OFF AT:            PAUL DERDA REC. CENTER  
   13201 LOWELL BLVD.  
   BROOMFIELD CO 80020
3. **CASH - Do not send cash through the mail!**

**DID YOU REMEMBER TO...**(download available at [www.broomfieldrecreation.com](http://www.broomfieldrecreation.com))

- **DOWNLOAD AND READ ALL VENDOR INFORMATION**
- **DOWNLOAD ZERO WASTE INFORMATION AND AGREEMENT**
- **DOWNLOAD INSURANCE INFORMATION**
- **SEND VENDOR APPLICATION AND PAYMENT**
- **DOWNLOAD HEALTH DEPARTMENT INFORMATION AND FORMS**
- **SEND HEALTH DEPARTMENT FORM AND PAYMENT**
- **DOWNLOAD AND READ SALES TAX INFORMATION**

**RELEASE:** As a participant in the Broomfield Days Festival, I fully understand and agree to the following:

I recognize and acknowledge that I assume full risk of any injuries, property damage or loss which I may sustain as a result of my participating in any and all activities connected with or associated with my participation in the Festival. Further, I understand I store my products overnight and during the festival at my own risk.

I agree to waive and relinquish all claims I may have against the City and County of Broomfield, Broomfield Recreation Services, all associated festival sponsors and any agents thereof, as a result of my participation in the Festival and that I share my products and services at my own risk.

Contractor expressly agrees to indemnify and hold harmless the City and County of Broomfield or any of its officers, employees, elected official or insurance carriers from any and all claims, damages, liability, or court awards, including costs and attorney's fees, that are or may be awarded as a result of any loss, injury, or damage sustained or claimed to have been sustained by anyone, including but not limited to, any person, firm, partnership, or corporation, in connection with or arising out of any omission or act of commission by Contractor or any of its employees or agents in performing work pursuant to this Agreement or arising out of, connected with, or in any way associated with the activities of the Festival.

I agree that all demonstration and exhibits may be photographed for publicity purposes.

I agree to abide by all rules set forth in this application.

I agree to abide by the Zero Waste Agreement. (Please see Zero Waste Agreement)

\_\_\_\_\_  
Applicant's Name (print)

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

\_\_\_\_\_  
Date