



**2017 Mountain Area Home and Garden Show**  
**Saturday, April 22<sup>nd</sup>, 9am – 5pm & Sunday, April 23<sup>rd</sup>, 2016 10am – 3pm**

*Organized by the Mountain Area Home and Garden Show committee and the Evergreen and Conifer Rotary clubs. Benefiting our mountain community through the Evergreen and Conifer Rotary Foundations 501(c)(3)*

**2017 Non-Profit Contract**

The Mountain Area Home and Garden Show (MAHGS) is very excited to have the local nonprofit organizations in the show, **the fee for Nonprofits is \$50.00**. Please help us promote the show by doing the following:

1. Send out an email marketing campaign (3 to 6 total) to your email list promoting the show. We will provide you with the content of the email campaign and you agree to send out each email promotion within 48 hours of receiving it. Please copy [info@homeshowcolorado.com](mailto:info@homeshowcolorado.com) in your email. NOTE: For new vendors that list you as a referral, you will receive a \$50 referral fee. Only one referral fee paid per new vendor.
2. Give us the opportunity to have a presence at your major events by notifying and inviting us to participate.
3. Have a reciprocal link on your website to the MAHGS website within 10 days of sign up. The MAHGS website will install a link to your website in kind.
4. Please include MAHGS in your newsletter and we encourage you to promote the show as a special event for your organization.

With your help the show will be successful and our mountain community will become more vibrant by our residents being better informed about the organizations that serve it.

ORGANIZATION NAME (as you want it to be included in our Event Brochure):

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ADDRESS: where vendor packets including vendor badges will be sent:

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## 2017 Non Profit Contract Continued

CONTACT PERSON: \_\_\_\_\_

PHONE: \_\_\_\_\_

E-MAIL: \_\_\_\_\_

WEBSITE: \_\_\_\_\_

MAHGS website will link to your website; **please create a link from your website to ours.**

PLEASE PROVIDE A 10 WORD EXPLANATION OF THE PRODUCTS AND/OR SERVICES YOUR ORGANIZATION PROVIDES WHICH WILL BE LISTED ON THE MAHGS WEBSITE:

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### **HOW DID YOU LEARN ABOUT THE SHOW?** Check only one

\_\_\_\_ Vendor from previous year  
\_\_\_\_ Contacted by someone from the home show committee  
\_\_\_\_ Contacted by a Rotarian  
\_\_\_\_ Web search  
\_\_\_\_ Email notification from whom \_\_\_\_\_

\_\_\_\_ Referred by name of other vendor \_\_\_\_\_

\_\_\_\_ Other \_\_\_\_\_

### **BOOTH RESERVATION AND CONTRACT POLICY:**

- PLEASE ENCLOSE FULL PAYMENT WITH COMPLETED CONTRACT.
- BOOTH LOCATION PROCESS WILL BEGIN APPROXIMATELY ONE MONTH BEFORE THE SHOW.
- SIGNED CONTRACT CONSTITUTES YOUR AGREEMENT WITH ALL RULES AND REGULATIONS.
- **Referral Bonus!** For every new paying Vendor that you refer to the show, you will receive a \$50 referral fee. Only one referral fee paid per new vendor signup.

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**Please make checks payable to MAHGS and send \$50.00 to:**

MAHGS  
P.O. Box 786  
Evergreen, CO 80437

Upon receipt of payment and completed contract, we will contact you with further details on the show, including a layout of the booths.

## Rules and Regulations for Booth Reservation

1. Set Up – All Vendors must set up Friday **4:30 p.m.-7:30 p.m.** and/or Saturday **7:30 a.m.-9 a.m.**
2. Take Down – Booths must be dismantled Sunday beginning NO EARLIER than show closing for the general public at 3:00 p.m. Booths and displays must be completely dismantled and all property removed by 4:30 p.m. on Sunday. Any booth not removed from the school by 4:30 p.m. will be charged a late fee of \$50 for a single booth or \$100 for a double booth.
3. Booth Space – No signs or display materials may protrude beyond the boundaries of the rented display area. All Vendor activities must be restricted to the rented display area, unless the MAHGS Management has granted permission. NO damage of any nature may be done to the premises. Vendors will be held responsible for damages. Use of sound equipment, such as microphones, televisions, and VCR's, will be permitted where appropriate to the display, provided sound is maintained at "conversational" level; MAHGS Management reserves the right to restrict Vendor's use of sound and other devices.
4. If selected, Ads for show must be received before set deadlines.
5. Food and Balloons - Only Food Vendors may sell food and beverages for consumption at the MAHGS. Vendors may give away candies in original wrappers. Balloons are not allowed in the school, per school policy.
6. Booth Staffing – Exhibit booths must be staffed during show hours, unless otherwise agreed in writing by MAHGS. If your booth is not staffed you may be charged a \$50 fee and your booth area may be given to another Vendor.
7. Indemnification by Vendor – Vendor agrees to hold MAHGS Management and Evergreen and Conifer Rotary clubs harmless from any liabilities incurred directly or indirectly by Vendor in any manner whatsoever involved with this Application Agreement. Further, MAHGS Management shall not be liable to Vendor for any damages whatsoever or loss of any kind to their Exhibit or Products.
8. Licenses/Permits – Vendor shall be responsible for obtaining any licenses, permits, or approvals required under local or state law applicable to their activity at the MAHGS.
9. Subletting/Sharing Booth Space – Subletting of contracted exhibit space is NOT permitted. Special arrangements must be made in advance for two or more Vendors to share the same booth space.
10. Cancellation – Should any contingency prevent holding the show, MAHGS Management or Rotary shall not be held liable for any expenses incurred by the Vendor other than the rental cost of exhibit space.
11. Booth Location
  1. Management will do all it can to honor Vendors' booth location choices. However, MAHGS Management does reserve the right to unilaterally assign different but comparable booth locations at any time before or during the show.
  2. Full payment of the booth fee is to be enclosed with this Application. Booth Assignments will be made only after full and complete payments are received.
  3. Cancellation – if a Vendor must cancel its space for good and sufficient reasons, and written notice of such cancellation is delivered to MAHGS Management by **April 1**. The Vendor shall receive a refund of any booth fees paid except for **\$100** which will be used as a tax deductible donation to the Rotary Foundation. If cancellation occurs after April 1, all booth fees will be kept as a Rotary Foundation donation.
12. Right of Refusal – MAHGS reserves the right to refuse entry to any vendor for any reason. Any paid fees will be refunded immediately.

Vendor Signature X \_\_\_\_\_ Date \_\_\_\_\_