



# Long Live Evergreen Rodeo Keep Tradition Alive

2024 Annual Evergreen Rodeo Weekend  
Saturday June 15<sup>th</sup> - Sunday June 16<sup>th</sup>

Phone: 303-598-5460 Attention: Gary Hodge  
concessions@evergreenrodeo.com

*Vendors to be in and Complete set up by 2:00 pm Saturday  
Midway Open 3:00pm to 8:00 Saturday & Noon to 5:00pm Sunday  
Saturday - Pro Rodeo 5:00 to 7:00pm \*\*\*\* Sunday - Pro Rodeo 2:00 to 4:00pm*

## Contract for Booth/Food Concession Space

\_\_\_\_\_(Vendor) request the Evergreen Rodeo Association (Management) enter into the following contract with the vendor. Vendor acknowledges that this contract shall become effective only upon the acceptance of this contract by the association as evidenced by the signature of the association authorized representative in the spaces provided below. Booth placement will be determined according to items sold, size and when the application is signed and received.

1. The association agrees to provide vendor with retail space (as defined below) at the 2024 Annual Evergreen Rodeo to be held at the Evergreen Rodeo Grounds, Evergreen, CO.
2. Make all checks and money orders payable to Evergreen Rodeo Association and mail to:  
Evergreen Rodeo Assoc., P.O. Box 759, Evergreen, Colo. 80439.
3. Food vendors must apply for a vendor permit with Jefferson County Health Dept. and have a vendor I.D. number by May 15 . ( Be aware - New requirements from Jeffco - ERA must have a copy of your approved permit by May 15 to send in to Jeffco with ERA paperwork)
4. Food vendors must submit a menu with their application.
5. Free parking at east end of the grounds. No parking at west end of grounds. (See Map)
6. All Vendors must complete Vendor Information Form and return with Vendor contract.

## Rules & Regulations

1. **Products & Exhibits.** No products bearing Evergreen Rodeo Association, trademark, name or logo or reference to such may be sold or distributed without written permission from ERA Management.
2. **ERA Management** reserves the right to restrict sale or display of any item which it deems objectionable, if for any reason an exhibit or its contents are deemed objectionable, the exhibit, product, or item of any matter, which ERA considers objectionable for health or safety or any other reason, due to conflict with sponsors or other agreements, or for any other reason ERA feels is not in the best interest of the event. Should such an eviction or restriction be enforced, ERA shall not be held liable for refunding rental fees or funds for exhibition rental, except at its own discretion. The hanging of banners outside of Vendor's designated space is prohibited.
3. **Management & Dismantling.** Should any rented vendor space remain unoccupied on the opening day or should any space be forfeited due to failure to make payment by May 1, ERA reserves the right to rent said space to any other Vendor or use said space in any other manner. However, this clause shall not be construed as affecting the obligation of Vendor to pay the full amount specified in this invoice for space rental should management not resell the space. Vendor shall be solely responsible at its own expense, for installing and dismantling its own materials and vendor shall repair any damage caused by dismantling and return the space to the same conditions as received.

4. **Fire Safety & Health Regulations.** Vendor agrees to comply with local, city, county and state laws and ordinances and regulations covering fire, safety, health and other matters. All Vendor equipment and materials will be reasonably located within the booth. Vendors shall take all necessary fire precautions and have current, operable fire extinguisher within their space.
5. **Subletting of Space.** Vendors shall not assign, sublet or apportion the whole or any part of the space assigned or have representatives, equipment or materials from other firms other than his/her own in the exhibit space without written authorization from ERA management.
6. **Liability Exclusion.** ERA will not be liable for loss or damage to the property from theft, fire, accident or any other cause. Vendor releases from liability and agrees to indemnify, protect, defend and save and hold harmless EVERGREEN RODEO ASSOCIATION, its officers, directors, and organizers from all claims, demands, damages, and liability of whatsoever kind of character asserted by any person or persons on account of damage of property or the leased premises arising out of the use of the vendor leased premises by vendor, or the negligence or willful misconduct of vendor, its agents, employees or invitees or a breach of this contract by vendor, or its agents, employees or invitees. The vendor on signing this agreement expressly releases the aforementioned from all claims for loss, damage or injury.
7. **Insurance.** Vendor will maintain, at its sole expense, during the period of any show in which he/she exhibits including any move in and move out days, comprehensive general liability insurance covering bodily injury and death to persons and property damage with minimum \$300,000 per occurrence \$600,000 aggregate in addition to adequate casualty property coverage for its property. **To include additional insured and a waiver of subrogation.** Further, Vendor shall carry and maintain auto liability with limits of at least \$100,000 for bodily injury and \$50,000 property damage or combined single limit of \$500,000. **With a waiver of subrogation.** When submitting its signed Concessions Contract, Vendor shall provide ERA with a current Certificate of Insurance that names ERA an additionally insured party and contain a **waiver of subrogation** to the extent of its interest under the Contract.
8. **Inability to Perform.** Should ERA be prevented from holding the Rodeo or be unable to permit Vendor to occupy his/her space due to circumstances beyond its control, including, but not limited to strike, civil disobedience, environmental disturbances or acts of God, ERA will refund the Vendor the amount of rental paid to ERA less a prorated daily amount for the days space was available for use, and ERA shall have no further obligation or liability to Vendor. If Vendor made no rental payment, he/she will nevertheless be obligated to pay the agreed upon space rental for days space was available.
9. **Taxes.** Vendor is responsible to collect all applicable taxes according to city, county and state law. Vendor is also responsible to acquire all applicable permits, licenses, etc. necessary to conduct business at the Evergreen Rodeo.

<b>PRICING – MUST BE PAID BY MAY 15</b>	
<p style="font-size: 1.2em; font-weight: bold; text-decoration: underline;"><b>RETAIL SPACE</b></p> <p style="font-size: 1.5em; font-weight: bold; text-decoration: underline;"><b>\$165.00</b></p> <p style="text-decoration: underline;">Per</p> <p style="font-size: 1.2em; font-weight: bold; text-decoration: underline;"><b>10'X10' Space</b></p> <p style="text-decoration: underline;"><b>Electricity Hookup - \$22/weekend</b></p> <p style="font-weight: bold;"><b>One Day Only - \$110.00</b> (Space Permitting)</p>	<p style="font-size: 1.2em; font-weight: bold; text-decoration: underline;"><b>FOOD &amp; DRINK SPACE</b></p> <p style="font-size: 1.5em; font-weight: bold; text-decoration: underline;"><b>\$242.00</b></p> <p style="text-decoration: underline;">Per</p> <p style="font-size: 1.2em; font-weight: bold; text-decoration: underline;"><b>10'X10' Space</b></p> <p style="text-decoration: underline;"><b>Electricity Hookup - \$22/weekend</b></p> <p style="font-weight: bold;"><b>One Day Only - \$198.00</b> (Space Permitting)</p>

Authorized Vendor Signature \_\_\_\_\_ Date \_\_\_\_\_

Print signature name \_\_\_\_\_ Company Name \_\_\_\_\_

\_\_\_\_ Address \_\_\_\_\_

\_\_\_\_ Email \_\_\_\_\_

\_\_\_\_ Phone Number \_\_\_\_\_

Accepted by ERA Signature of ERA Authorized Representative \_\_\_\_\_ Date \_\_\_\_\_

**Vendor Information Form - Evergreen Rodeo Concessions**

**Vendor Business Name** \_\_\_\_\_

**Business Address** \_\_\_\_\_

\_\_\_\_\_

**Contact Person:** \_\_\_\_\_

**Business Phone:** \_\_\_\_\_

**Cell Phone:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Emergency Contact** \_\_\_\_\_ **Phone** \_\_\_\_\_

**VendorType:**  Food  Jewelry  Art  Retail  Activity

**Other** \_\_\_\_\_

**\*\* Food Vendors, Please include a menu with your application.**

**Please provide a brief Description of your merchandise (Photos helpful)**

\_\_\_\_\_

**Numbers of Spaces Needed:** \_\_\_\_\_ (Standard Spaces are 10'X10')

**Electricity Needed:**  ES /  O (Add \$22.00 total for weekend))

\_\_\_\_ I Have enclosed full fee check in the amount of \$ \_\_\_\_\_

\_\_\_\_ I Have enclosed deposit check (1/2) in the amount of \$ \_\_\_\_\_

**Payment made via:** CHECK # \_\_\_\_\_

Check to ERA Treasurer

PayPal on ERA Website

\_\_\_\_ **Returning Vendor to the Evergreen Rodeo**  
\_\_\_\_ **New Vendor to Evergreen Rodeo**

**Space Fee Must be paid in Full by May 15**

**\*\*\*\*We will accept applications & fees after May 15 if spaces still available \*\*\*\***