



**February 17-19, 2023**

**Delta Hotels Marriott (Formerly Ramada Inn), Northglenn CO**

10 East 120th Avenue, Northglenn, Colorado 80233

## **FESTIVAL BOOTH APPLICATION**

(Print this page, enclose check, and send by U.S. Mail)

**Company Name:**

**Contact Name:**

**Address:**

**City, State, Zip:**

**Phone:**

**Email:**

(Please include email – invitations sent by email if possible)

**Product description:** Please enclose photos (or e-mail photos to [riverbendkaren@hotmail.com](mailto:riverbendkaren@hotmail.com)) if you are new to this festival. Please indicated if your merchandise is handmade by you. Please indicated if your display is taller that 6' in height (tall displays are restricted to the side and back wall).

### **PRICING:**

Inside Vendor Room: regular table is \$175.00, and premium corner table is \$200.00.

Table In Atrium (only few available): \$225.00.

Each option includes standard 6' table space and 2 weekend wristbands.

Applications are non-refundable except if the Health Department mandates festival cancellation.

How many table spaces are requested? \_\_\_\_\_ Total Cost: \_\_\_\_\_

*Your reservation is not confirmed until payment has been received. Checks will not be cashed until your application is approved.*

**VENDOR ADVERTISEMENTS:** we are looking to provide Vendor ad space in the Festival Program this year for an additional cost (TBD). Please indicate if you are interested and we will contact you: YES  NO

**TOTAL ENCLOSED IS DUE:** JANUARY 10, 2023

**MAKE CHECKS PAYABLE TO:** Ryegrass Productions

**MAIL APPLICATION AND CHECK TO:**

Ryegrass Productions

1332 N Cascade Ave

Colorado Springs, CO 80903

**QUESTIONS/CONCERNS:** please contact Karen Laman at [riverbendkaren@hotmail.com](mailto:riverbendkaren@hotmail.com).

**Midwinter Bluegrass Festival, February 17-19, 2023**  
**Delta Marriott Hotel (Formerly Ramada Inn), Northglenn CO**  
10 East 120th Avenue, Northglenn, Colorado 80233  
I-25 and 120th Ave., Denver, Colorado

**PARKING AND LOADING-IN:** You will find it most convenient to park on the east side of the building to load in through the double doors. We will open the double doors at 2:00 pm. We will also open the room from the atrium side at the same time.

**CHECK-IN/ SET UP:** Friday, Feb. 17, 2:00 to 5:00 p.m.

We will not unlock the vendor room until 2:00 pm. If you get there early, just relax and enjoy the music in the atrium. Set up in Gray's Peak room will start at 2:00 pm. You will be provided with your wristbands as you are setting up, and tables will be marked to identify your table.

**EXHIBIT HALL OPEN HOURS:**

Friday 5:30 p.m. - 9:30 p.m.

Saturday 10:00 a.m. - 9:30 p.m.

Sunday 10:00 a.m. - 6:00 p.m. (Festival now goes to Sunday evening)

The festival starts at 6:00 pm on Friday February 17<sup>th</sup>.

**CLOSING, MOVE OUT:** Sunday 6:00 - 10:00 p.m.

**BOOTHS:** The space is approximately 8' wide and includes a 6' x 30" table with drape, with roughly 2' on one side to allow for passage between tables. There will be roughly 3' of space behind each table, with 2 chairs provided by the venue.

- Each vendor will be provided with 2 weekend wristbands. If you have more than 2 workers, the extras will need to buy a weekend pass.
- Any display features that exceed 6' in height are restricted to the back and side walls of the venue to prevent blocking sightlines through the vendor area.
- Spaces will be marked out prior to set-up and vendors must set up within those parameters.

**NOTES ABOUT THE REMODELED HOTEL:** we are excited to be holding the festival in the newly remodeled Delta Hotel. The atrium space is significantly improved and is now more open. We anticipate that a few vendor tables may now be located just outside the vendor room in the atrium. Atrium tables will be reserved on a first come first served basis and at an extra cost.

**SECURITY:** the Vendor room will be locked Friday and Saturday nights. However, Midwinter Festival and Ryegrass Productions cannot assume liability for any stolen items since we do not control access to the Vendor room. Security of your merchandise is your responsibility. Tables set up in the atrium can only be secured if the merchandise is moved into the Vendor room at the end of each day.

**QUESTIONS ABOUT THE VENDOR SPACE:** please contact Karen Laman at [riverbendkaren@hotmail.com](mailto:riverbendkaren@hotmail.com).

Thank you, and we look forward to seeing you February 17<sup>th</sup> at the festival!

**Please bring this sheet with you to the festival so you won't have to ask the staff.**