

February 12 & 13, 2027

Delta Hotel by Marriott, Northglenn CO

10 East 120th Avenue, Northglenn, Colorado 80233

FESTIVAL BOOTH APPLICATION

Complete and send by U.S. Mail OR by email to vendorcoordinator@ryegrassproductions.com

Company Name: _____

Contact Name: _____

Address: _____

City, State, Zip: _____

Phone: _____

Email: _____

(required)

Application Deadline: December 30, 2026

Acceptance notifications will be finalized by mid-January, 2027, via email. Fees are due upon acceptance.

Product description: Please describe the items you intend to sell. Enclose photos (or e-mail photos to vendorcoordinator@ryegrassproductions.com) if you are new to this festival. Please indicate if your merchandise is handmade by you.

VENDORS WITH FOOD RELATED ITEMS: Please be aware that we will not be accepting applications for booths selling ready to eat food items.

VENDOR ACCEPTANCE: Our goal is to facilitate a vendor experience that benefits both the vendor and festival-goer, keeping in mind a good product/service mix, attractive and appropriate product and booth appearance, as well as a preference for local and quality crafted items. Vendor acceptance will be based on these criteria.
Applications will be reviewed for acceptance as they are received, with acceptance notifications going out within 30 days. To ensure your best likelihood of acceptance and booth preference, early submission is recommended. Acceptances will be communicated via email.

PRICING:

Booth Fee: $ 170.00
Your fee includes a standard 6' table space and 2 weekend wristbands.

BOOTH SPACE DESCRIPTION: The space is approximately 8' wide and includes a 6' x 30" table, with 2' on one side to allow for passage between tables. There will be roughly 3' of space behind each table, with 2 chairs provided. You will need to provide your own table covers unless otherwise communicated.

- Each vendor will receive 2 weekend wristbands. You may have additional helpers, but those without wristbands will not be admitted to stage performances or paid events.

How many table spaces are requested? _____ Total Cost: _____

PAYMENT:
ELECTRONIC PAYMENTS: Once accepted, vendors will receive links for submitting electronic payment.
MAKE CHECKS PAYABLE TO: Ryegrass Productions
Your reservation is not confirmed until payment has been received. Spaces will be assigned at the discretion of the Vendor Coordinator. Returning vendors will be given preference in regard to space assignment.

Booth Fees are non-refundable unless the festival is cancelled for reasons out of our control.

VENDOR ADVERTISEMENTS: Vendor ad space in the Festival Program is available for an additional cost. Please indicate if you are interested and we will contact you with pricing: YES NO

EMAIL APPLICATIONS TO: vendorcoordinator@ryegrassproductions.com

OR - MAIL APPLICATION AND CHECK TO:

Ryegrass Productions, 1332 N Cascade Ave, Colorado Springs, CO 80903

Midwinter Bluegrass Festival, February 12 & 13, 2027
Delta Marriott Hotel (Formerly Ramada Inn), Northglenn CO

10 East 120th Avenue, Northglenn, Colorado 80233
I-25 and 120th Ave., Denver, Colorado

CHECK-IN/ SET UP: Friday, Feb. 12, 12:30 to 3:00 p.m. **All load-in must be completed by 3:00 p.m. Booths should be fully set up by 4:00 p.m.**

PARKING AND LOADING-IN: For convenient unloading, park on the north side of the building and use the side doors. After unloading, please move your vehicle to the back of the building. We will be available to direct setup beginning at 12:30 on February 12. Tables will be marked to identify your placement. All booths will be located in the Atrium (open area on the first floor).

WRISTBANDS: You will be provided with your wristbands as you are setting up.

VENDING HOURS:

Friday 4:00 p.m. - 9:00 p.m.
Saturday 10:00 a.m. - 9:00 p.m.

The first performance starts at 6:00 pm on Friday, February 12th. Hotel guests and ticket holders will start arriving around 3:00 p.m.

SECURITY: Hotel security will monitor the vendor area overnight on Friday and Saturday. We will try to rope off the area after vendor hours, but it remains open to the public. Locked overnight storage will be available. We recommend removing or securing valuables. Covering your booth with a tarp may deter tampering. The Midwinter Bluegrass Festival and Ryegrass Productions may not be held liable for any losses.

CLOSING, MOVE OUT: Shows end on Saturday, 2/13, at roughly 10:00 p.m. Move outs can be commenced once the final show starts (around 9:00 pm), as long as you can do so quietly. Those with larger display pieces may need to load out after the end of the last show to be respectful of noise. Load out times may also be available Sunday a.m. (to be announced)

These times are subject to change based on final performance schedule.

BOOTH SPACE DESCRIPTION: The space is approximately 8' wide and includes a 6' x 30" table, with roughly 2' on <u>one</u> side to allow for passage between tables. There will be roughly 3' of space behind each table, with 2 chairs provided. <u>You will need to provide your own table covers.</u>

- Each vendor will be issued 2 weekend wristbands. You may have additional helpers, but those without wristbands will not be admitted to stage performances or paid events.
- Displays may not exceed 6' in height.
- Spaces will be marked out prior to set-up and vendors must set up within those parameters.

SECURITY: Hotel security will be present both Friday and Saturday overnight and will monitor the vendor area. We will attempt to rope off the area after vendor hours, although this area is open to the public. We recommend that you remove or secure valuable items. There will be a locked storage area available for those who wish to store items in that locked space overnight. Midwinter Festival and Ryegrass Productions cannot assume liability for any stolen items since we do not control access to the Atrium. Security of your merchandise is your responsibility.

SALES TAX: Vendors are required to have a valid Northglenn event sales tax license. Vendors are responsible for submitting all sales tax payments within a timely period.

PLEASE DIRECT VENDING QUESTIONS AS FOLLOWS: contact Karen Laman at vendorcoordinator@ryegrassproductions.com

<u>Please bring this sheet with you to the festival so you will have your show info handy</u>