



## **FOOD VENDOR APPLICATION**

***The Loveland Chamber of Commerce invites you to the 129<sup>th</sup> annual  
2025 Corn Roast Festival***

***THEME: Follow the Yellow Corn Road***

***Dates: August 22nd & August 23rd, 2025***

The Loveland Old Fashioned **Corn Roast Festival** is  
a cherished annual tradition celebrating community, fun, and of course CORN!  
held at **Fairgrounds Park**

**700 South Railroad Ave Loveland CO 80537**

### **Festival Hours of Operation:**

Friday, August 22, 2025 from 5 pm – 10 pm

Saturday, August 23, 2025 from 11am – 8 pm

- The Corn Roast Festival begins with the official Corn Roast Festival Kick-Off at 5 pm on Friday, August 22, 2025
- The Vendor set up begins at **10am** on Friday, August 22nd, with vendors needing to be set up and ready to open by 4pm. Please pull up, unload, and move your vehicle ASAP to prevent congestion. All vehicles will need to be out of the vendor area **no later than 3:30 pm on Friday** and will not be permitted in the vendor area on Saturday morning.
- There will be overnight security; however, we require that you have sidewalls on your tent if you do choose to leave the merchandise inside overnight.
- Due to the parade route, crowd control, and timing, vendors will need to be set up and ready to open by 9:00 am Saturday morning. **No vehicles whatsoever will be permitted in the area on Saturday Morning due to parade staging.**
- Vendor rules and expectations are included in this application form. Information will be distributed after you have been approved for the festival. An email with your vendor space, parking pass and maps will be sent out in August.

### **What else is going on during the festival?**

- Following the kickoff at 5pm on Friday there will be a corn shucking contest at 5:30pm and a concert on Friday night from 8pm - 10pm.
- On Saturday morning, the Annual Old-Fashioned Corn Roast Parade begins at 9:30am.
- The parade staging starts at 6:00am on Saturday.
- There will be bands playing throughout the day; corn shucking contest, cornhole competition, booths, beer garden, wine, duck races and all the delicious roasted corn you can eat!



## **TO APPLY**

Applications will not be considered unless filled out completely; including products and prices (every item you would like to sell must be listed and must include the prices). A photo or sketch of your booth is required. Payment must be included with the application for consideration.

### **TOKENS**

\*\*\*Please note that tokens will be sold at the token booths during the entire event and will be accepted for **BEER and CORN ONLY.**\*\*\*

All Other Vendors **MAY NOT** accept tokens as a form of payment. There will be no reimbursement from token acceptance.

### **INSURANCE**

A Certificate of Insurance representing a minimum of \$1,000,000 liability and indemnifying The Loveland Chamber of Commerce Corn Roast Committee against any and all liability.

**Certificate Holder to be named as additional insured:**

Loveland Chamber of Commerce  
5400 Stone Creek Circle Suite 200  
Loveland, CO 80538

### **BOOTH CONFIRMATIONS**

**No applications will be considered without payment attached to the application.** Chamber Members will be considered first. Booth space will be assigned on a first come & first serve basis by category and availability. Your cashed check and email notification will serve as confirmation of your booth space. If your application is not accepted, your check will be returned to you with your application.

### **BOOTH LOCATION**

**Booth assignments are festival management decisions. Requests will be considered but not guaranteed.**

### **BOOTH OCCUPANCY**

**All vendors will be required to be set up during the entire festival. No unoccupied space will be allowed. If a space is not filled on Friday, vendors forfeit their space with no refund.**

The Loveland Chamber of Commerce Corn Roast is a family-oriented festival. We reserve the right to request any item that we feel is objectionable to be removed from your booth.

### **BOOTH CANCELLATIONS**

Due to limited available space, Booth fees are **NON-REFUNDABLE** once your check is deposited. Once your booth has been assigned it cannot be moved.



## August 22-23, 2025 Corn Roast Festival **FOOD VENDOR ONLY** Application and Agreement

Company Name: \_\_\_\_\_

Contact Name(s): \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

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

**\*\*\*Below prices do not include electricity. Electricity is extra\*\*\* \*\*PER LFRA ALL TENTS MUST HAVE 40LBS weights per LEG\*\***

### Food Vendors:

- \_\_\_ 10' x 10' Food Tent Space (Tent only- No Flame) – **\$300** +10% of sales (Must Be approved Vendor with City Parks Dept)
- \_\_\_ Food Concession (Truck or Trailer) Fee **\$400 + 10%** of sales (Must Be approved Vendor with LFRA and City Parks Dept)
- \_\_\_ Additional 5 feet of booth/truck space \$100 (per 5 ft)

**For layout and load-in purposes, please indicate what will be in your booth space (you must provide your own tent):**

- ☐ Tent (must fit within your designated dimensions chosen above) – Length: \_\_\_\_\_ Width: \_\_\_\_\_
- ☐ Trailer (must fit within your designated dimensions chosen above) – Length: \_\_\_\_\_ Width: \_\_\_\_\_
- ☐ Food Truck (must fit within your designated dimensions- Length: \_\_\_\_\_ Width: \_\_\_\_\_)

*PLEASE INCLUDE ALL PARTS OF THE TRAILER INCLUDING HITCHES IN YOUR MEASUREMENTS.*

**FOOD VENDORS WITH A TRUCK OR TRAILER – please indicate which side of the trailer is your serving side.**

- ☐ Front      ☐ Drivers Side      ☐ Passenger Side      ☐ Rear

### **\$100 charge per 15 AMP circuit**

\$250 per 240/50amp

**WILL YOU REQUIRE ELECTRICITY?**      YES      NO      If yes, how many two-plug 15 AMP circuits? \_\_\_\_\_

**Will you have your own generator?**      YES      NO

### **CHECKLIST:**

- ☐ COMPLETE Application
- ☐ Remit Fee
- ☐ Proof of Insurance





**Note: There is only street lighting after dark. If you want a lit space after dark, you will need to purchase electricity and bring your own light source.**

Portable generators are allowed, but they must be non-disruptive. If the generator is loud or disruptive in any way, we will require you to purchase electricity for the duration of the festival.

### **ELECTRICAL GRID**

Please fill out the grid below with the equipment that you are bringing to the festival. The more we know about the equipment you have and electricity you require, the better we will be able to accommodate you. If you have any **electrical questions**, please call 970-744-4791

Make	Model	Purpose	Voltage	Amps	Plug Config.

### **DESCRIPTION**

Please include a detailed description of your booth space and what will be included. This means activities, drawings, or anything else that might make your booth an attraction to the crowd.

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### **PRODUCTS & PRICES**

(Every item you would like to sell must be listed and must include the prices. Attach an additional page if needed)

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State Sales Tax License # \_\_\_\_\_

City Sales Tax License # \_\_\_\_\_

**If you have any other questions or concerns, please call Deanna at the Loveland Chamber of Commerce (970) 667- 6311.**



## RULES AND REGULATIONS

Applications will not be considered unless filled out completely, accompanied by a photo or sketch of your booth and Certificate of Liability. If you are assigned a space, confirmation will be mailed to you with additional information. If you are not assigned a booth space, your fee will be returned.

1. Applications must be submitted no later than **July 18, 2025**. Your cancelled check will serve as confirmation of your booth space. If you have not received confirmation by July 25, 2025, please contact Deanna Sloat at [deanna@loveland.org](mailto:deanna@loveland.org) or call 970 667-6311. **NO application will be accepted without payment** either via Mail, or Square.
2. **Booth fees are non-refundable**. There are no rainy dates and no refunds for the weather.
3. There is a **\$50.00 fee** for returned checks.
4. Spaces are assigned based upon electrical needs and early registration. If double space is required, please sign up for two (2) booth spaces. You are required to supply all your own equipment, product, signage, tables, chairs, and canopies. Booths and their contents may not extend beyond the 10' x 10' assigned space.
5. A Certificate of Liability in the amount of \$1,000,000 must be provided by your insurance carrier.
6. The Loveland Chamber of Commerce, City of Loveland and/or Loveland Old-Fashioned Corn Roast Committee are not liable for any claims made by vendors regarding their products' value, pricing, or quality. It is the responsibility of the vendor to produce and deliver products in accordance with any and all government regulations that apply to their industry, especially with regard to food safety and product claims.
7. If an electrical outage should occur, the Loveland Chamber of Commerce, City of Loveland, Electrical service contractor and/or Loveland Old-Fashioned Corn Roast Committee are not liable for damage to food or other products.
8. All food booths will be inspected by the Department of Health and Loveland Fire Department. If you serve more than 500 people at three (3) events in a ninety (90) day period, then you must have a food service license.
9. Your set up will be inspected by the Loveland Fire Marshall and be required to comply with requirements.
10. In addition to the general rules of the festival, exhibitors and vendors must abide by the following rules:
  - All exhibitors and vendors will remain within their rented area. If you are soliciting outside your designated area, you will be asked to leave, with no refund.
  - There will be no excessive noise/music that interferes with neighboring vendors' ability to conduct business in a professional and pleasing manner.
  - The law enforcement authorities will enforce the regulations at our request with possible consequences for violations being closure of the booth and/or removal from the festival area, with no refund.
11. Sales Tax: All vendors selling goods must display, in a visible location, their Colorado State Sales Tax License and City of Loveland Sales Tax License. You may obtain a City of Loveland Special Event Sales Tax License by calling (970) 962-2708 – OR – go to the website [www.ci.loveland.co.us](http://www.ci.loveland.co.us) – OR – personally pick it up at the City offices at 500 E. 3rd Street, Loveland, CO. 80538. There is no fee for the City License.
12. No application will be accepted unless a complete list of every product you want to sell with prices is included.
13. All products for which you apply may not be approved. We will be limiting certain types of products in an attempt to reduce duplicate vendors. Only the products listed on your application will be authorized for sale. Any changes or additions must be approved in writing.



**Please initial:**

\_\_\_\_\_ I understand all the above rules and regulations above from 1-13

**In addition:**

**(please initial)**

\_\_\_\_\_ Once your booth has been assigned, it cannot be moved.

\_\_\_\_\_ I understand there are no booth refunds (pages 2, 5)

\_\_\_\_\_ I agree not to take any tokens as a form of payment (page 2)

\_\_\_\_\_ I understand booth must be set up and "open for business" during the entire festival.

\_\_\_\_\_ I understand applications will not be considered unless filled out completely and payment is included (pages 2, 5)

\_\_\_\_\_ I understand every item I would like to sell must be listed and must include the prices (pages 2, 4)

\_\_\_\_\_ I understand a photo or sketch of booth is required (pages 2, 5)

\_\_\_\_\_ I understand a certificate of liability in the amount of \$1,000,000 must be provided, by my insurance carrier (pages 2, 5)

\_\_\_\_\_ I understand electricity needs to be purchased with application (pages 3, 4)

\_\_\_\_\_ I understand there is only street lighting after dark if I do not purchase electricity (page 3)

\_\_\_\_\_ I understand I am required to supply all of my own equipment, products, signage, tables, chairs, and canopies (page 5)

\_\_\_\_\_ I understand booths and their contents may not extend beyond the 10' x 10' assigned space (page 5)

**Please Return: completed application, remit fee, and proof of insurance**

**TO: Loveland Chamber of Commerce**

**Attn: Corn Roast Festival**

**5400 Stone Creek Circle Suite 200**

**Loveland, CO 80538**

If you have any questions, please feel free to contact Deanna Sloat at [deanna@loveland.org](mailto:deanna@loveland.org) or call (970) 667-6311.





### **RISK & LIABILITY**

The undersigned hereby releases and agrees to hold harmless the Loveland Chamber of Commerce, City of Loveland, and the Loveland Old-Fashioned Corn Roast Committee from any damage to the undersigned property or any personal injury, which he/she or helpers may sustain while participating in the Loveland Corn Roast Festival on Friday and/or Saturday, August 22nd & 23rd, 2025. Further, I agree to abide by the Rules, Policies, and Guideline developed by the Loveland Old-Fashioned Corn Roast Committee and understands that failure to follow these regulations can mean expulsion from this year's festival or future festivals. Because the Loveland Chamber of Commerce does not carry insurance to cover my personal property, I understand that as an independent contractor I display and store my booth at my own risk and have been advised to obtain my own insurance. I also understand that failure to pay any part of the required sales taxes will result in permanent expulsion from future events sponsored by the Loveland Chamber of Commerce.

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Applicant's Signature

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Date

OFFICE USE ONLY:

Date Received: \_\_\_\_\_

Payment received: \_\_\_\_\_

Check #:

Amount:

Notes: