

Court The Arts Festival

Greater Castle Rock Art Guild

June 10 & 11, 2017

Vendor Expectations:

1. Setup can be done after 6:00 PM on Friday, June 9 OR from 8:00 to 9:30 AM on Saturday, June 10th.
2. Check in at the Greater Castle Rock Art Guild booth prior to setup. Booth locations are subject to change so verify your booth number.
3. You may **not** drive your vehicle on the grass to your designated space.
4. Festival starts promptly at 10:00 AM and continues to dusk on Saturday and 5:00 PM on Sunday.
5. You must provide your own tables, chairs, canopies, tents, etc. All canopies are to have adequate weights at all 4 corners of the canopy (minimum 40 lbs. each). No tent stakes in lawn.
6. No electricity is provided.
7. You are expected to keep a neat and safe area around your booth and pick up all trash.
8. Booths must be staffed at all times. GCRAAG will not provide volunteer staff.
9. Present your wares professionally, suitable for a family oriented event.
10. All vendors working with a heat source must have a currently inspected and certified fire extinguisher available in their booth.
11. **Castle Rock sales tax of 7.9% will be collected at the end of the day by GCRAAG.** This will not include state and county sales taxes. You must have your own business license
12. Breakdown begins at 5:00 PM on Sunday, June 11th. No vendor should be on the lawn after 7 PM Sunday. Again, please leave your booth area clean.

Thank you for participating and enjoy the weekend.

HAVE FUN!