

Denver NLF Events - Come “Wine Down” With Us 2023



Thank you for your interest in, Come “Wine Down” with us!

Our events are held in Upscale and Luxury apartment complexes. Our goal is to provide the tenants with a wide variety of local businesses and services in the area.

Our events are always held from 5:00 – 8:00 PM.

You cannot be late for the event, as the setup time is limited.

No early tear downs permitted. Sorry, No refunds

EVENT DETAILS:

1. Fill out application below. An invoice will be emailed to you directly.

Make sure that you're in direct contact with Steve Damicus at Denver NLF Events

Contact email: Steve@Denverlfevents.com

2. Show up to event location, up to 1 hour before start time. 4:00 Must be ready by 5:00 PM.
3. Have information and goodies for your business. IE Handouts, freebies. The more, the better!
4. Please provide us with a \$15 or more giveaway for the end of the event. We raffle off our gift basket at end of event. All vendors must provide a giveaway.
5. We collect all contact information from guests, then directly emailed to all vendors after event. (within 7 business days) Follow up! Amazing leads!!
6. You will be automatically set up as a sponsor on our website: Denverlfevents.com Starting in June 2023, a \$50 yearly fee will be applied.

We strive to make each event amazing for everyone! If you have any suggestions,

or input please let us know!

Denver NLF Events “Wine Down” Application 2023

Please clearly print or type the following information:

Contact Person Name: _____

Business Name: _____

Mailing Address: _____

City / State / Zip: _____

Cell Phone: _____

E Mail: _____

Website: _____

Type of booth / business. Explain what you will be selling: (*IF YOU ARE SAMPLING / SELLING FOOD ITEMS, YOU MUST ATTACH PROOF OF LIABILITY INSURANCE.)

Booth Spaces are 4ft x 6ft Additional space may be provided if necessary. - Absolutely no alcoholic beverages, or cannabis to be sampled.

How many spaces requested _____

Are you sampling food or beverages? _____

How long does it take to set up your booth? _____

How long does it take to tear down your booth? _____

Please attach pictures of booth, licenses and insurance. See details below.

Denver NLF Events Rules And Regulations



1. “Wine Down” With Us Times:

- A. Event hours from 5:00 – 8:00 PM
- B. Vendors should check in with the Event staff by 4:30 PM
- C. Vendors shall stay in designated space and open entire time until 8:00 PM

2. Locations: To be provided by Denver NLF Events

3. Fees:

- **Business / Information Booth Fee \$100 daily fee.**
- **Food / Beverage Business - \$50 daily fee. (Samples must be provided)**
- **Craft / Vendor 10% of all sales, or \$30 minimum (whichever is greater)**
- **\$15 - \$25 + giveaway / prize requested from each vendor, per event. IE (Gift card to your facility, food, free massage, toothbrush, 1 free week Karate Lessons etc.) This will be raffled off at end of each event. The more you give, the more incentive for tenants to come visit us!**

4. Rules and Regulations:

1. **Set Up:** All vendors are responsible for personal booth set-up. Vendors shall stay in designated space and shall not infringe on other vendors. Vendors should be set up and ready to sell by 5:00 and will keep all products set-up until 8:00. Vendors must be at event site no later than 4:30 PM and off the premises by 9:00 PM.
2. **Booth Spaces:** The Event Manager assigns all designated spaces. The spaces will be designated day of the event. Participants expected on any Event day must notify NLF Events 48 hours in advance if they are unable to attend. If vendor misses expected date, a \$50 no show fee will be imposed.
3. **Fees and Taxes.** All taxes, insurance and health permits are vendors responsibility. All local city/county and state taxes are the sole responsibility of the vendor. Denver NLF Events will not be held liable for vendors actions and or taxes.

4. **Presentation:** Vendors must maintain the space assigned to them in a clean and sanitary condition. The space must be left in clean condition when leaving. No trash may be left at the Event. No smoking or consumption of alcohol by vendors in the Event area.
5. **Sampling:** Vendors may offer samples of their produce and value-added foods provided that they practice good hygiene, proper sanitation and cleanliness. Vendors must obey the Sampling Guidelines for Colorado Markets. Vendors are not allowed to roam the market while giving away samples of their goods. Samples may only be offered at the vendor's booth.
6. **Licensing and Regulations:** All applicants must comply with current city, county, state and federal laws governing their business activities, and must provide the Event Manager current copies of any licenses, permits, inspections and certificates required for the sale of their products along with their application. Natural Living Foundation LLC and Event Location is not liable for vendors' noncompliance with city, county, state and federal regulations.
7. **Insurance.** All vendors must provide proof of commercial general liability policy in the amount of \$1,000,000 and submit a waiver of liability, indemnifying Natural Living Foundation, its board of directors, its volunteers and its employees against any and all claims arising from their participation in the Event. **Vendors must further name Natural Living Foundation LLC as an additional insured on their policies.**
8. **Vendor Selectivity:** Denver NLF Events reserves the right to prohibit anyone from selling at the Event or to prohibit any product from being sold there. These determinations will be made based on Event demand, applicable laws and health codes, the rules and regulations of Denver and at the Board of Directors' discretion. Rules and regulations are subject to change for special event days and/or at the discretion and judgment of the Board of Directors.

9. **Enforcement of Rules:** Any violations shall be reported to the Event Manager. The Manager will determine how to handle each violation. Any violation can result in expulsion of further Events.
10. **Agreement:** I have read and understood the rules/regulations of participating in Events. I agree to follow all policies and procedures set forth in this document.

Signature: _____ Date: _____

Please email application along with pictures of booth and insurance info to: Steve@Denverlfevents.com

Steve Damicus

Denver NLF Events

Denverlfevents.com

Steve@Denverlfevents.com

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