

# **FOL BOOTH REGULATIONS**

## **Festival of Lights Booth Regulations**

1. Spaces will be assigned based upon availability.
2. All vendors are required to collect and report sales tax to the State of Colorado.
3. All vendors are required to have a valid City of Brighton event tax permit filed with a Festival of Lights vendor application or supply a copy of your 2019 City of Brighton tax license.
4. Booths must be open at 1:30 P.M until the event ends, Saturday, 12/14/19. Vendors may start setting up booths at 12:00 P.M.
5. Booths must be managed by at least one adult at all times (18 years of age or older).
6. The City of Brighton/ Festival of Lights Committee will not be responsible for any items lost or stolen, any damages incurred, or from accidents resulting from the operation of a booth.
7. **Vendors must make arrangements for their own power source for electricity, if needed.**
8. Any booth using equipment that requires propane or other combustible material must have the equipment checked with Greater Brighton Fire Protection District representative.
9. It is the responsibility of any food vendor to make sure that they are in compliance with Tri County Health Department rules and regulations. Your Tri-County Health Dept. permit must be attached to your Festival of Lights vendor application and filed with the Festival of Lights Vendor Committee by **11/8/19** at 22 So. 4<sup>th</sup> Ave. Rm 301, Brighton, Co. 80601. A Tri-County permit must be posted at the event (Tri-County Health officials will be inspecting).
10. All vendors must close their booth at the end of the event.
11. The City of Brighton/ Festival of Lights Committee reserves the right to restrict the number of booths selling similar products on a first come/first serve basis.
12. The committee must approve all types of food items prior to the deadline for booth registration.
13. Booth size is limited to 10'x10'. All canopies over booths must be weighted down.
14. Motorized vendor spots will be available.
15. All debris and trash must be cleaned from the booth site prior to vendor departure.
16. All interested vendors must complete the registration form and return it with your check. See application form. Note: No fee for non-profit organizations, registration form still must be submitted.
17. **Deadline for Festival of Lights vendor booth registration is 11/8/19 at 5:00 P.M.**
18. Vendors will be provided name badges for walking vendors or a booth identification number to post for your stationary booth. Again, your Tri-County permit must be posted at the event (Tri-County Health officials will be inspecting).

**Please keep this copy of Vendor Conditions  
And  
Post it at Booth Site**