



The Monte Vista Chamber of Commerce 2022 Holiday Bazaar – Vendor Registration Form

Friday, December 2nd & Saturday, December 3rd

Outcalt Event & Conference at SLV Ski Hi Complex
2389 Sherman Ave, Monte Vista, Colorado

HOURS:

Set Up Friday, Dec 2: 8 AM– 10 AM

Open to the public Friday, Dec 2: 10 AM – 7 PM

Open to the public Sat, Dec 3: 9 AM – 4 PM

VENDOR FEE:

- 1- 10x10 booth space - \$50 for MV Chamber Members and \$65 for Non-Chamber Members.
- Each additional booth space – 20% discount for MV Chamber Members only.
- Payment is due at time of registration. All booth fees are non-refundable.
- \$30 deposit fee due at time of registration. Deposit will be returned at time of event.
- Please make checks payable to:
The Monte Vista Chamber of Commerce
947 1st Ave, Monte Vista, Colorado 81144

REGISTRATION DEADLINE: November 18, 2022

BECOME A MONTE VISTA CHAMBER MEMBER:

If you are not a member of the Monte Vista Chamber of Commerce and would like to become a member, please fill out attached application and return with registration.

GIFT-A-BOOTH FOR CHRISTMAS!

If your business/organization would like to give the gift that keeps on giving, you can purchase a booth space for another local business/individual as your Christmas gift to them. 'Tis the season to support local businesses and develop partnerships! Please indicate purchase on registration form and include vendor fee and deposit fee.

RULES FOR VENDORS:

- The Holiday Bazaar is located at the Outcalt Event & Conference at SLV Ski Hi Complex in the largest east side conference room.
- You may park in the east and south parking lots of the event center and access the building through the east side entrance.
- You will NOT have access to enter building through the large south doors of the complex.
- Vendor set up is the morning of the event, Friday, December 2nd – 8 AM – 10 AM.
- We will provide 1 table and two chairs per booth space.
- Vendors are solely responsible for any loss, damage, or breakage to their property and inventory. The Monte Vista Chamber of Commerce will not provide any insurance of any kind.
- Electricity is available – if you use this service, you are expected to secure any cordage to prevent injury/accidents. The Monte Vista Chamber will not provide cordage.
- Once Vendor's registration is accepted, all booth fees are non-refundable.
- Please mail or email any changes/cancellations to chamber@montevistachamber.org or call 719-852-2731.
- Vendors may not dismantle their inventory prior to 7 PM Friday, December 2nd and 4 PM Saturday, December 3rd.

VENDOR CHRISTMAS RAFFLE DONATIONS:

If you would like to donate any promotional items, products, and/or services to the Holiday Bazaar Christmas Raffle, please fill in the information on the registration form.

The donation will be given to those who's numbered tickets are drawn from the raffle. Raffle tickets will be given to those who purchase a Christmas ornament from the MV Chamber Christmas Tree. This is a great opportunity to promote your business products and services!

SANTA WILL BE AT THE BAZAAR:

The Monte Vista Chamber of Commerce Holiday Bazaar will feature visits from Santa, December 2nd & 3rd, 11 AM – 2 PM. Parents/Guardians are encouraged to bring children to visit Santa at these times. Children will receive a goodie bag, and the chance to tell Santa what they want for Christmas! Professional photography packages will be available for children, families, and individuals.

Bring your pets to visit Santa Friday, December 2nd – 3 PM – 4 PM! Professional photography packages will be available. All pets must be leashed or in a pet carrier to enter.

SANTA SPONSORSHIPS:

If you would like to contribute as a sponsor for Santa's Visit, please indicate on the registration form by choosing from the sponsorship levels (See attached). Your contribution will help Santa visit many children, provide goodie bags for all children, and help promote the event. Please include payment with registration (checks made payable to the Monte Vista Chamber of Commerce).

FOOD SERVICES:

There will be food available for purchase (cash or card) throughout the event at various food vendor booths. Kitchen access is restricted for all attendees and vendors.

RESTROOMS:

Vendors will have access to the restrooms located closest to the conference room on the east side of the complex ONLY. Access to the restrooms on the west side of the complex are restricted.

CITY OF MONTE VISTA VENDOR FORM:

Please include the City of Monte Vista vendor registration form for events with this registration.

Please include a separate check made out to the City of Monte Vista. New Business Applications are available at cityofmontevista.colorado.gov and montevistachamber.org. Questions: Call 719-852-6171.

MARKETING:

The Monte Vista Chamber of Commerce will promote the event with print and digital platforms but encourage all vendors to advertise and market their attendance at the event as well. All efforts to promote this event are welcome and appreciated.

The Monte Vista Chamber of Commerce has an event page on Facebook for the Holiday Bazaar, accessible to the public. Please scan QR code on event flyer to link to the event page or search the event page on Facebook @MonteVistaCOChamber and share!

QUESTIONS OR CONCERNS:

Please contact the Monte Vista Chamber of Commerce 719-852-2731 or email chamber@montevista.org.

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