



WESTERN WELCOME WEEK
64th WWW CRAFT FAIR
SATURDAY, AUGUST 17, 2024
8:00am – 4:00pm
APPLICATION FOR EXHIBIT SPACE

For WWW Use Only

DB EM1 EM2

INSTRUCTIONS: DEADLINE JULY 1, 2024 – Booth fee increases after July 1, 2024

1. If downloaded, this form is a fillable pdf form that requires Adobe Reader or please print legibly in black or blue ink – **complete both page 1 and 2**
2. Make check for \$100 per each 10’x10’ booth space, payable to Western Welcome Week and mail completed application by July 1, 2024, with a minimum of 3 photos including one of the artist(s) doing their craft to: Western Welcome Week 5890 S. Bemis St., Littleton, CO 80120-2010. Please note that **electricity is not available. Booth fee increases to \$115 after July 1, 2024. If using a credit card for payment contact the WWW office at 303-794-4870; a \$3 processing fee will be included in your payment.**
4. A maximum of two artists can share a booth, please send **an application for each artist**, checking that the booth is shared.
5. **Please do not staple form or anything to form.**
6. If you have questions please contact the Western Welcome Week office at (303) 794-4870.

Contact Name _____

Address _____ City/State/Zip _____

Company Name _____

Telephone: Home _____ Cell _____

E-mail _____

Web Site _____

Please check the categories that best describe your craft(s): Check all that apply

- | | |
|--|---|
| <input type="checkbox"/> Art: painting, pencil, charcoal, sculpture etc. | <input type="checkbox"/> Home Décor |
| <input type="checkbox"/> Ceramics or Pottery | <input type="checkbox"/> Jewelry |
| <input type="checkbox"/> Children: Toys, clothing, costumes, games | <input type="checkbox"/> Leather: Hats, belts, purses, etc. |
| <input type="checkbox"/> Clothing: Textiles | <input type="checkbox"/> Photography |
| <input type="checkbox"/> Food: Pre-packages dips, jerky, soups, etc. | <input type="checkbox"/> Wood |
| <input type="checkbox"/> Home Accessories: soaps, candles, body oils, etc. | <input type="checkbox"/> Yard Décor |
- Other: _____

Detailed Description of "your original, handcrafted" crafts to be sold:

Booth is shared with: _____

<p>For WWW Office Use Only - Please do not fill out these areas:</p> <p>Date Received _____ Application # _____ Paid \$ _____</p> <p>2023 Assignment (if applicable) _____ New <input type="checkbox"/></p>	<p>2024 Booth Assignment</p> <p>_____</p> <p>Single Booth <input type="checkbox"/></p> <p>Double Booth <input type="checkbox"/></p> <p>Triple Booth <input type="checkbox"/></p>
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License & Taxes: It is the responsibility of the crafter to apply for a Colorado State Sales Tax or Colorado Special Events License - if you do not have one, they can be obtained on the State website <https://www.colorado.gov/search?tid=Special%20Events%20License>

The minimum combined sales tax rate for Littleton, Colorado is 8%. This is the total of state, county and city sales tax rates. (2.9% State of CO, 3.75% Littleton, .25% Arapahoe County, and 1.1% RTD/Cultural, subject to change). Sales tax for Littleton will be due to the City of Littleton by September 20, 2023. Tax calculation can be obtained at <http://www.salestaxstates.com/sales-tax-calculator-colorado-littleton-80120>

State License Number _____ I have applied
Date applied _____

Cancellation: Cancellations must be made in writing prior to July 15, 2024, to receive a refund of \$80; \$20 of the entry fee will be retained for administrative costs. Cancellations received July 16, 2024, or later will result in no refund.

Setup: Setup begins at 5am and is the responsibility of the crafter to provide their own tent, tables, chairs, and trash removal. Tear down begins at 4pm, dismantling before 4pm is not allowed unless instructed by the Western Welcome Week Craft Fair Committee. **Electricity is not available**; generators are acceptable as long as they do not disturb other vendors. **Food/Beverage:** No food or beverage is to be sold or handed out without prior approval of Western Welcome Week. **Weather:** Be advised that Western Welcome Week has specific dates for events and are not cancelled due to inclement weather and no refunds are made. However, if weather creates a safety issue Western Welcome Week reserves the right to terminate or postpone the event.

Liability Release: It is agreed by the parties that the nature of the facilities, the presence and circulation of large numbers of people and the large number of removable articles in numerous booths make it reasonable that: The exhibitor shall assume the risk of injury, loss or damage; the exhibitor signing of this contract hereby assumes such risk of injury, loss, or damage; and the exhibitor signing of this contract hereby assumes such risk and releases Western Welcome Week, Inc. from any and all claims for loss, damage and injury. **Reservation of Rights:** Western Welcome Week, Inc., a nonprofit organization, reserves the right to refuse participation to any group, groups, individuals, an individual, association, business, or any other entity of any nature or type that WWW feels in its sole discretion would not further the goals of the organization, would not be appropriate considering circumstances, or might reflect negatively upon WWW, an individual or group. The undersigned applicant accepts and agrees to this reservation of rights.

Acceptance of this application constitutes a contract. As an exhibitor, I agree to the liability release and to abide by the terms of the contract. I guarantee that I am displaying my own original work and understand that should I misrepresent myself or my display, I may be asked to leave and will forfeit my registration fee and name will be removed from acceptable applicants for future shows.

Deadline: July 1, 2024 – Booth fee increases to \$115 after July 1, 2024

Signature: _____ Date _____

Western Welcome Week • 5890 S. Bemis St. • Littleton, CO 80120 • 303-794-4870
info@westernwelcomeweek.org • www.westernwelcomeweek.org • A 501(c)(3) Public Charity