Artisan Markets Events
Vendor Agreement

Please review the following information carefully. All Vendors are to be in compliance with this contract while attending Artisan Markets events.

Email info@artisanmarkets.co if you have any questions.

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EVENT DATES AND LOCATIONS

SECOND SATURDAYS – AT BELMAR PLAZA

We are excited to bring you a brand-new location in beautiful Downtown Lakewood! This is a great shopping center where people already go every weekend, and Belmar Plaza is directly across from a Hyatt Hotel, several restaurants, and a Target. We will also be hosting our Christmas events here, please scroll down to see the event dates.

Second Saturday Dates:

- July 11th
- August 8th
- September 12th
- October 10th

Setup: 07:00 am – 10:30 am (Check-in ends 10:00 am)
Event Time: 11:00 am – 06:00 pm
Tear Down: 06:00 pm – 09:00 pm (vehicles will not be allowed in the event space until 06:15 pm)

SECOND SUNDAYS – AT CENTRAL PARK IN BOULDER, CO

We are excited to be taking over Central Park in Boulder every Second Sunday of the month, May through October this year! This is the same location as Boulder Creek Fest and the Boulder Farmer's Market, both of which do very well year after year. We will be setting up in the park on the corner of Canyon Blvd and 13th Street. This event space is adjacent to a very busy intersection, so the visibility is high!

PLEASE NOTE: You must have a **Boulder Sales Tax License** prior to your participation in any of these events. Visit https://bouldercolorado.gov/services/sales-and-use-tax to apply today!

Anyone serving food or drinks (not Cottage Foods) must be licensed with Boulder County Health - visit https://bouldercounty.gov/records/licenses/restaurant-and-food-vendor-licensing/ for more info.

Second Sunday Dates:

- May 10th (Mother's Day weekend)
- June 14th
- July 12th
- August 9th
- September 13th
- October 11th

Setup: 06:00 am – 09:30 am (Check-in ends 09:00 am)
Event Time: 10:00 am – 05:00 pm
Tear Down: 05:00 pm – 08:00 pm (vehicles will not be allowed in the event space until 05:15 pm)

ARTISAN MARKETS AT SKYLINE PARK

This will be our first year at Skyline Park on the 16th Street Mall, and we get to be here in the first official year of the Mall being renovated! This is a very touristy area, so items that can be taken while traveling tend to sell best here (jewelry, food, small things).

Event Dates:

- Saturday, May 30th, 2026
- Saturday, October 24th, 2026

Setup: Saturday 07:00 am – 10:30 am (Check-in ends at 10:00 am)
Event Time: Saturday 11:00 am – 06:00 pm
Tear Down: 06:00 pm – 08:30 pm

DENVER STREET FAIRS

Our last two DSF events and locations in 2025 were very successful in terms of turnout and profitability for the vendors. All price points reported having done well at these events. We provide clean porta-potties, trash, free water, overnight security, police and medical on-site, and booth sitters at these events.

Denver Street Fairs at E 8th Place and Colorado Blvd "Midsummer Arts Festival"
Description: Shutting down E 8th Place from Colorado Blvd to Bellaire St
Dates: August 1st and 2nd, 2026
Setup: Saturday 06:30 am – 10:30 am (Check-in ends 10:00 am)
Event Time: Saturday 11:00 am to 06:00 pm, and Sunday 11:00 am to 05:30 pm
Tear Down: Sunday 05:30 pm – 08:30 pm (vehicles will not be allowed in the event space until 06:00 pm)

Denver Street Fairs at W 11th Ave and Speer Blvd "It's Fall Y'all!"
Description: Shutting down W 11th Ave between Santa Fe Dr and Speer Blvd, in the heart of the Art District on Santa Fe
Dates: September 19th and 20th 2026
Setup: Saturday 06:30 am – 10:30 am (Check-in ends 10:00 am)
Event Time: Saturday 11:00 am to 06:00 pm, and Sunday 11:00 am to 05:30 pm
Tear Down: Sunday 05:30 pm – 08:30 pm (vehicles will not be allowed in the event space until 06:00 pm)

ARTISAN MARKETS AT FAIRWAYS PLAZA

The managers at Belmar Plaza have graciously offered their other location at the corner of Colorado Blvd and E County Line Rd for a deeply discounted price, so we get to pass the savings along to you! This location is in a very high traffic area in a well-to-do neighborhood, so we are hopeful that this will be a great addition to our current lineup.

Event Dates:

- Saturday, August 22nd, 2026
- Saturday, September 26th, 2026
- October 24th, 2026

Setup: 6:00 am to 9:00 am
Event Time: 10:00 am to 3:00 pm
Tear Down: 03:00 pm – 06:00 pm

ARTISAN MARKETS AT ESTES PARK

This will be our first year at the Estes Park Events Center, and we are honored to be allowed to host an event in their town! Estes Park does not allow just any event into their space, so we have been carefully vetted by Town officials and are very excited to be taking over the Events Center just off of US36. This is an indoor event, so we will be safe from any inclement weather, hooray! Food and alcohol will be available for purchase from the concession stand.

**Estes Park requires that Sales Tax be collected at the end of the event. You MUST pay your sales tax before you leave.

****No food vendors** will be allowed at this event. Cottage Food vendors are welcome though!

Event Dates: October 17th and 18th 2026
Setup: Friday, October 16th 08:00 am – 04:00 pm
Event Times: Saturday, 11:00 am – 06:00 pm, Sunday 11:00 am – 05:00 pm
Tear Down: 05:00 pm – 08:00 pm

CHRISTMAS ARTISAN MARKETS AT BELMAR

We are so excited to bring you our first Christmas Series at the beautiful Belmar Plaza! This is a place where people naturally go to shop every weekend, so we are sure all of our events will do great during the Holiday shopping season. We will be taking over the Patio as well as Upham Street

Event Dates:

- Saturday and Sunday November 7th and 8th, 2026
- Saturday and Sunday November 14th and 15th, 2026
- Friday, Saturday, and Sunday November 20th, 21st, and 22nd, 2026
- Saturday and Sunday November 28th and 29th, 2026

Setup: 6:00 am to 9:00 am
Event Time: 10:00 am to 3:00 pm
Tear Down: 03:00 pm – 06:00 pm

Rules & Regulations

These are outdoor events that will occur rain or shine! 40lb weights per tent leg are required. Vendors are required to remain open during event hours, **NO EARLY BREAKDOWNS.** Vendors who pack up early risk forfeiting future event dates and any subsequent booth fees that have been paid.

Approved Merchandise: All items for sale must be **handmade by YOU.** Only approved and juried **handmade items** will be allowed at Artisan Markets events. Absolutely no MLM's (LuLaRoe, Paparazzi, Color Street, etc), resale items (crystals, supplies, vintage, etc), or corporations (windows, chiropractors, insurance, etc) will be approved or allowed. If you are found to be selling items that were not approved during your application process, you will be asked to remove those items from your display. If you refuse, you will be removed from the event and risk forfeiting future acceptance of events and corresponding booth fees.

Vendor Categories:

- Accessories (Keychains, Cups, etc. NOT Jewelry)
- Basketry/Weaving
- Bath/Body/Hair Care
- Candles
- Ceramics
- Clothing/Fiber
- Crochet/Macrame
- Digital Art/Graphics
- Drawing
- Face Painting/Body Art
- Food Booth (including prepared food, beverages, spices, sauces, and mixes)
- Food Truck (including food and beverages)
- Glass
- Handbags
- Hats
- Home Décor
- Jewelry (NOT Permanent Jewelry)
- Leather
- Metal Work
- Mixed Media
- Painting
- Pet Items (food, accessories, toys, etc.)
- Permanent Jewelry
- Print Making/Photography
- Sculpture
- Wood

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Exclusivity: No guarantee of exclusivity of your products will be provided, however, the number of spaces for each category will be limited.

Artist/Vendor Acceptance: Application approvals or wait-list announcements will be sent on a rolling basis. Please be patient with our staff as they work through your applications. Spaces .

Booth Fees: ***Booth spaces are not reserved until your booth fee is paid.*** Once approved, you will be sent a link to check out using a shopping cart method. You must select the category you were approved for in order to purchase your booth space. If your category is sold out, and you try to select a different category that you were NOT approved for, you will be given a 90% refund and removed from the vendor list.

- Please review the application for the full list of booth fees, as they vary by location.

Payment Methods: Approved payment methods include all major Credit/Debit Cards, PayPal, or Venmo.

Refunds: We understand that things come up and dates need to be switched around and/or cancelled. Partial refunds will be issued upon request, and will be given at the sole discretion of Artisan Markets based on availability. Credits must be used within one year from issue date.

Refund Schedule:

- 60 or more days from the event date = 90% Refund or 100% Credit
- 30 to 59 days from the event date = 50% Refund or 100% Credit
- 10 to 29 days from the event date = NO REFUNDS, but we will extend a 50% credit
- 0 to 9 days from the event date = NO REFUND and NO CREDITS
- *** Know someone who would make a great replacement in your absence? Send them our way! Replacement vendors must fill out an application, and pay for their own booth fees. The original vendor would have the choice of a 90% refund or 100% credit.

Please understand that these spots are reserved specifically for you once you pay your booth fee. We do not oversell spaces, so trying to fill your spot with a similar category right before an event is oftentimes impossible. Thank you for respecting our time and efforts with these events.

Cancellations: In the event an Artist is not able to participate in an Artisan Markets event, the Artist/Vendor agrees to notify the Lessor by phone/text 719-900-1993 AND email info@artisanmarkets.co (Please include your name, business name, and booth number when reaching out so we can help you faster). Lessor, in Lessor's sole discretion, may treat Vendor's failure to participate in such Artisan Markets event as a material breach of Vendor's obligations under this agreement terminating Vendor's right to participate in future Artisan Markets events, and may retain all booth fees as liquidation damages for Vendor's contract breach.

Booth Size: Booth spaces are at minimum 10x10 feet. All booths will be in-line with the exception of a few corners. Corner booths will be at the beginning and end of the event space and will be very limited. Double booths will be 10x20 feet, and are very limited as well.

Booth Assignments: Booths will be strategically placed with each category in mind, creating a fun and interesting shopping space for our customers. **Booth placement is final.** Booth assignments with vendor instructions (setup, teardown, sales tax info, etc.) are sent up to two weeks prior to the event.

Tents: Vendors are responsible for bringing their own 10x10 tents and canopies. All tents must be clean in appearance, and without visible stains or holes.

Tent Weights: A minimum of 40lb per tent leg is required. Vendors will not be allowed to remain set up if their tents are not properly weighted. We like to fill these tent weights up with gravel, no mess! https://www.amazon.com/Eurmax-Universal-Upgraded-Weight-Weights/dp/B07B2N58PJ/

Displays: Vendors are responsible for making their booth presentable and a unique shopping experience for their customers. Table cloths are required.

Subleasing: Artists who are collaborating together, but selling separately *must* submit two different applications. Please **email info@artisanmarkets.co to let us know that you're applying together for one booth space.** A maximum of two artists may vend together. If you sell your booth space to another vendor, you will be banned from all Artisan Markets' events.

Weather: There will be no refunds for inclement weather. **These events will be held rain or shine!** 40lb weights per tent leg are required. In the rare occasion that the location requires evacuation or cancellation due to *severe* weather, Artisan Markets will refund based on the percentage of the event that was completed (i.e. if the event was cancelled before it started, 100% of the booth fee will be refunded. If 45% of the event hours were completed, 55% will be refunded). If more than 60% of the event hours were completed, no refunds will be given.

Sales Tax: It is the Vendor's responsibility to collect and submit local and state sales tax as required by law. You are required to have a copy of your sales tax license available (screenshot or photo is ok) in case of an inspection. You can find more information about sales tax licenses here: https://tax.colorado.gov/sales-tax-guide

All of our events will require the Special Event Sales Tax License (also known as the Multiple Event Sales Tax License, it's green). This license is free when you already have a Retail Sales Tax License (it's blue). Otherwise, the fee is $16 and is valid for two years. You can find more information about the Special Event Sales Tax License here: https://tax.colorado.gov/special-event-license or fill out the DR_0589 form.

All City and State tax information/requirements will be communicated before each event date.

Food Licensing: It is the Food Vendor's responsibility to ensure that they are compliant with local and state laws for Cottage Food and Potentially Hazardous Food laws. You can read more about this here: https://cofarmtomarket.com/food-regulations-licensing/general-licensing-requirements/

Liability Insurance: Liability insurance is recommended for all Artisan Markets events. This is just in case a customer trips over your display, something falls on them, or if the weather picks up and knocks your tent into someone or something (this has happened!). You would be 100% liable for any of these instances. Please check with your homeowner's insurance, renters/car insurance for more options. There are also options to cover your products after an accident, theft, or weather-related events. Nothing is worse than losing your entire booth in a storm, and not having coverage.

You are welcome to use the insurance carrier of your choice. If you are an artist/crafter, we recommend www.actinsurance.com. For food vendors, we recommend www.fliprogram.com.

**Insurance is REQUIRED for all Belmar events. We will ask you for a copy prior to your attendance.

Vendor Check In and Load In Rules

1. All Vendors and supporting vehicles must check in **before unloading.**
2. **BOOTH ASSIGNMENTS ARE SUBJECT TO CHANGE.**

3. Spaces will be visibly marked with booth numbers and Vendors will be given directions at check-in.
4. Only one vehicle per booth space may be allowed in the event space at a time.
5. All vehicles must be off the event space 30 minutes prior to the event start time, **NO EXCEPTIONS.**
6. All Vendors are required to unload their vehicles and park in the designated parking areas **BEFORE YOU SETUP YOUR BOOTH. Please drop your items, park your vehicle, then return to your booth space to set up your tent, tables, etc.** This is to ensure the smooth operation of unloading 70+ vehicles without causing traffic jams. Thank you for your assistance in this matter!

Load Out Rules:

1. All Vendors are required to remain open during Market times. If you pack up early, you risk forfeiting future participation in Artisan Markets events.
2. Vehicles must enter and exit through the designated routes.
3. **No vehicles will be allowed on the event premises until your tent is broken down, and your booth is completely packed up.** Artisan Markets will allow vehicles into the event space at their sole discretion. Vendors must demonstrate that they are packed up and ready to load their vehicle before their vehicle may enter the event space. This ensures that the traffic flow of 70+ Vendors is consistently moving and not causing delays. Thank you for your understanding!

Vendor Parking: Vendors shall park their vehicles in the designated parking spots **ONLY.** Parking spaces closest to the event are reserved for the customers. If they don't have anywhere close to park, they won't stay to shop!

Alcoholic Beverages: Absolutely no outside alcoholic beverages will be allowed on any premises.

Trash: All booth spaces must be free from trash after each event, or the Vendor may face a fine or disqualification from future event dates.

Fire Hazards: No burning of candles, incense, of any other open spark or flame shall be permitted. Smoking by Vendors is not permitted in the event space. Please leave the event area if you need to smoke.

Music: Absolutely no loud music or noise is allowed in your booth. Your neighbors should not be able to hear music/noise coming from your booth space.

Pets and Children: Pets and children will be allowed as long as they are not causing a disruption, and are adequately monitored and cared for (i.e. water available at all times).

Advertising and Printed Materials: Vendors are prohibited from passing out flyers not pertaining to their product, or approaching customers in the aisles with any printed materials. **Absolutely no signage for competing stores, events, or markets is allowed.**

Artisan Markets has a "No Soliciting" policy regarding the sale of outside services or merchandise, or competing events or markets. Please notify us via text immediately at 719-900-1993 if someone like this approaches you.

Inappropriate or Unsafe Behavior: Vendors exhibiting unsafe or obscene behavior (yelling, intimidation, unsafe driving, illegal business practices, etc.) will be asked to leave immediately and will terminate future participation with any Artisan Markets events, and will relinquish all subsequent booth fees.

****SUSPENSION OR REMOVAL FROM ANY EVENT WITHOUT COMPENSATION IS AT THE SOLE DISCRETION OF ARTISAN MARKETS****

****REFUNDS ARE AT THE SOLE DISCRETION OF ARTISAN MARKETS****

By signing and submitting the Artisan Markets Application, you agree that you have read and acknowledged all information associated with this document.