

2013 Frequently asked questions:

For more detailed information please see the vendor contract that can be downloaded at www.hrmafestival.org

1. **Booth Size.** 10'x10' furnishings are not included. Vendor understands that the Marketplace, in its sole discretion, will assign space. Vendors are welcome to make booth location requests, however, there is no guarantee that these requests can be honored. Food trucks are also welcome as we do have street level space.
2. **Cost of booth.** \$90.00 before May 3, \$105.00 after May 3, plus a \$35.00 security deposit that will be refunded within in 2 weeks of the end of the festival if all requirements are met. Electricity can be reserved for an additional \$30.00.
3. **Registration dates:** No reservations accepted after May 11.
4. **Non-Compete Clause:** We offer a non-compete clause to food vendors, meaning no two food vendors can sell the same items. No beverages can be sold by any vendors.
5. **Audience Size.** We typically have 1000-2000 people over the course of the two day event, however, we do not guarantee audience size.
6. **Advertising.** We advertise to the best of our ability within the restraints of our governing entities in Highlands Ranch, CO. We also hire a publicist for the event.
7. **Weather policy.** The event will run rain or shine, there will be no booth refunds if there is inclement weather. If there is a rainout on Saturday, the Marketplace may make the determination to refund security deposits as long as the vendor returns on Sunday, even if the vendor chooses to close early on Saturday.
8. **Booth Assignments.** Booth assignments along with a map showing your booth location will be sent no later than one week before the event.
9. **Hours of Operation.** Vendor booths must be fully staffed, and must remain fully staffed, and prepared to serve attendees on Saturday, May 18, 2013 from 11:00 a.m. to 7:00 p.m., and Sunday, May 19, 2013 from 11:00a.m. to 6:00 p.m.*, regardless of weather conditions.
10. **Set-Up.** Set-up will begin at 7:00 a.m. on Saturday, May 18, 2013, and must be complete no later than 11:00 a.m. No cars will be allowed on-site after 10:30 a.m. on Saturday. Green Ash Street site access by vehicle on Saturday morning will be limited to 20 minutes only and strictly monitored. We will be available Sunday morning at 10:00am for questions and concerns.
11. **Location.** Civic Green Park, 9370 Ridgeline Boulevard, Highlands Ranch, Colorado 80129