Aspen Park Improvement Association
Vendor Request Form

Name of Event:_____ Dates of Event _____

Vendor's Full Name:_____

Address:_____

Mailing Address(if different): _____

Email and Phone Number_____

Company Name: _____

Craft Type (what you're selling)_____

Number of Tables Requested: (6ft tables)_____

Table Fees:

APIA Member**, $45/table___ Table(s) requested, list 3 in order of preference in case your first choice is taken_____ **Dues must be up to date for current year

Non-Member/General Public, $50/table____ (pick your table on day of setup)

Optional Additional Fees (i.e. Additional Table, Shared Table):_____See Vendor Contract for cost of Additional Fees

Member Dues (please include a separate check for member dues): $25_____

Additional Display Space (**Members can reserve tables, non members please pay day of setup if extra display space is available**) : $15_____ Outside display $15_____

Total Vendor Fee _____

Your slot is not confirmed until payment is received. Payment is acknowledgment that the vendor is responsible for all set up, take down and removal of their items and display devices on the day of the event. By signing below, the vendor releases APIA and Aspen Park Community Center of all liability for theft, damage, loss, injury or death.

Vendor Signature*:_____Date_____

***You're Not Done Yet, Please Complete the Craft Fair Vendor Contract also attached to your Vendor Invitation email**

Use payment links in Vendor Invitation email or request an invoice for Credit/Debit Card, Venmo or PayPal Payment at AspenParkImprovementAssoc@gmail.com

Make checks out to A.P.I.A. Send this completed form along with Payment Check and Craft Fair Vendor Contract to: A.P.I.A., PO Box 772, Conifer, CO 80433 Electronic submission of paperwork is acceptable, please send as scanned attachments.