

TASTE OF LOUISVILLE | SUMMERFEST : Exhibitor Terms & Conditions

Event: 2026 SummerFest – Taste of Louisville

Date: Saturday, June 6, 2025

Location: Main Street, Louisville, CO 80027

Event Hours: 9:00 AM – 3:00 PM

Exhibitor selection is based on business type, Chamber membership status, and space limitations. Submission of an application does not guarantee acceptance.

If your application is not selected, your exhibitor fee will be refunded within two weeks of your application submission. If you do not receive a refund within two weeks, you may assume your application has been accepted and your booth space is confirmed.

1. Exhibitor Fees

Chamber Member Booth: \$165

Non-Member Booth: \$350

The booth fee applies to all exhibitors other than Sponsors.

If your booth includes food or beverages in any capacity, additional requirements apply as outlined below.

2. Event Schedule & Logistics

Setup: 6:30 AM – 8:30 AM | Vehicle access ends at 8:00 AM | Booth setup must be completed by 8:30 AM

Event Hours: 9:00 AM – 3:00 PM

Tear Down: 3:00 PM – 4:00 PM | Vehicle access begins at 3:15 PM | All exhibitors must vacate by 4:00 PM

Exhibitors may not begin breakdown prior to 3:00 PM. Early departure will result in a \$150 fee.

3. Booth & Equipment Requirements

This is an outdoor event. Exhibitors must be prepared for varying weather conditions.

Exhibitors must:

- Provide your own 10' x 10' tent
- **Secure tents with free-standing weights attached to each corner**
- Provide your own tables, chairs, and equipment
- Manage your own setup and supplies

The Louisville Chamber of Commerce does not provide tents, electricity, equipment, or labor assistance. Loading areas will be busy. Exhibitors must plan accordingly and bring necessary carts or assistance.

4. Power & Electricity

Electricity is not available at this outdoor event. Exhibitors must plan to operate without power. If electricity is essential, contact the Louisville Chamber in advance. A limited number of hookups may be available for \$75 each, subject to availability and written approval.

5. Food & Beverage Participation Requirements

If your booth includes food or beverages in any capacity, the following requirements apply.

All food and beverage exhibitors must:

- Submit a Boulder County Food Vendor Verification Form (no cost)
- Comply with Boulder County Food Safety Guidelines for Temporary Events

If Providing Free Samples Only

- Samples must be bite-sized or up to 2 oz per item
- Samples must be a “bite” or “swallow” only from an approved source
- **A Boulder County Temporary Event License is not required**

If Selling Food or Beverages

- Must maintain a Louisville Sales Tax License
- Must maintain a State of Colorado Sales Tax License
- Must obtain and pay for a Boulder County Temporary Event License if one is not already in place (fee applies).

Once the Food Vendor Verification Form is reviewed, Boulder County will provide next steps regarding Temporary Event License requirements, if applicable.

6. Sales Tax Requirements

Any exhibitor selling goods or food must maintain a Louisville & Colorado Sales Tax License.

7. Zero Waste & Environmental Standards

Exhibitors must:

- Use biodegradable or recyclable serving materials
- Remove all trash from their booth space, a dumpster is provided behind the Chamber
- Leave no materials behind

Trash left behind will result in additional fees of \$150

8. Exhibitor Responsibilities & Code of Conduct

Exhibitors agree to:

- Adhere to setup and tear-down schedules
- Commit to the full event duration
- Respect event staff, volunteers, attendees, and fellow exhibitors
- Avoid damage to city property
- Accept financial responsibility for any damage caused
- Follow all City of Louisville and Boulder County regulations

9. Photography, Video & Media Release

The event will be photographed and recorded by the Louisville Chamber of Commerce for marketing and promotional purposes.

By participating, the Exhibitor grants permission to photograph, film, and record their booth, staff, display, and activities. These materials may be used in print, digital media, social platforms, and future promotional materials without compensation.

Exhibitors may photograph or record within their own booth space.

If filming presentations or attendee interactions, Exhibitors must:

- Inform participants that recording is taking place
- Obtain necessary permissions or releases
- Obtain parental or guardian consent when recording minors
- Comply with applicable privacy and intellectual property laws

Filming beyond your designated booth space requires prior written approval.

10. Assumption of Risk & Insurance

By participating in Taste of Louisville, the Exhibitor acknowledges that the City of Louisville and the Louisville Chamber of Commerce are not responsible for any personal injury, illness, death, loss, or property damage arising from participation.

Exhibitors are solely responsible for maintaining any insurance coverage required for their participation, including general liability coverage and any insurance related to food service, demonstrations, equipment, or professional services.

The Chamber does not provide insurance coverage for exhibitors.

11. Indemnification

The Exhibitor agrees to indemnify and hold harmless the City of Louisville and the Louisville Chamber of Commerce from any claims, damages, losses, expenses, or attorney fees arising from participation in the event.

Liability shall be proportional to the Exhibitor's degree of fault as determined by applicable law.

12. Agreement Confirmation

This agreement becomes effective upon:

- Submission of the application
- Selection of "YES" acknowledging these terms
- Written confirmation of participation
- Payment of exhibitor fees
- Setup or participation in the event

Participation in Taste of Louisville constitutes full acceptance of these Terms & Conditions.
