

# 2018 CN&N Holiday Boutique

## Important Information

### Key Dates

- July 1 Deadline for applications
- July 15 Jury process and notifications
- September Late applicant jury process to fill cancellations and/or waitlist notifications
- Oct 5 Final information packets sent to vendors
- Friday, Nov 2 Arrival and set-up at Conifer High School, 10441 County Highway 73, Conifer, CO 80433
- Sat., Nov 3 Boutique open to the public from **9 am to 4 pm**
- Nov 14 Checks mailed to vendors for amount of sales less credit card fees and CN&N 10% fee

### Vendor Responsibilities

- Submit completed application by deadline
- Booth design, setup and takedown
- All display systems, signage, tables, chairs, bags, pens, calculators and extension cords
- Sell only those products consistent with images submitted for jury review
- Staff booth throughout public hours

### Booth Fees

- Booth fees vary by size and location, please refer to application
- **Nonrefundable** Jury fee of \$25 (separate check required)
- Electricity fee of \$20 (if requested — low-wattage lighting purposes only)
- Premium booth fee of \$35 (if requested) (if unable to meet request, fee will be refunded)
- Refund policy: no refunds after October 1<sup>st</sup>

### Other Fees and Costs

- 10% of gross sales withheld by CN&N to fund community grants
- 2.75% credit card fees
- 4% online payment processing fee (covers costs for online credit card processing)

### The Jury Review Process

- Only handcrafted juried products are accepted
- Jury consists of volunteers who review all applications and select vendors to participate in the boutique
- All entries reviewed (even past participants — prior participation does not guarantee acceptance)
- Selection criteria include product originality, quality, creativity, price and booth appearance
- CN&N reserves the right to make final decisions on vendors selected and booth location assigned

### CN&N provides

- All venue rental fees and costs
- Event promotion and advertisement throughout mountain communities
- Free parking and **NO SHOPPER ENTRY FEE**
- Shuttle bus for shoppers
- Volunteer staffing / vendor support
- Central Cashier: all cash and credit card processing including sales tax calculations (NO cash or credit card processing is allowed at vendor booths)

### About CN&N

- Conifer Newcomers & Neighbors is a community non-profit established in 1970
- More than 150 members from the foothills area make up CN&N
- The Holiday Boutique is CN&N's primary annual fundraiser
- Funds raised are donated through grants to non-profits and causes in the mountain area
- Over the past 20 years, nearly \$300,000 has been donated to local non-profits and causes
- None of the funds raised through vendor sales at the Holiday Boutique are retained by CN&N