**Requirements for all Vendors**

* Each artist/craftsman must have his/her own booth. There will be no sharing of booths. There will be no exceptions.
* **There will be no walk-on artists/merchants permitted.**
* All arts and crafts sold and displayed must be produced by the artist or his/her authorized representative.
* Although artists/craftsmen themselves need not be of Native American ancestry, all arts and crafts must be handmade and of traditional Native American style or maintain a Native American or nature theme. **We are looking for artists and craftsmen, not resellers. Commercially purchased supplies used in the creation of your art/craft are acceptable, but no resale of just the supplies will be allowed during this event. No items made outside of the North or South American continents (including offshore island nations) will be allowed.**
* **All vendors are required comply with the Indian Arts and Crafts Act of 1990, as amended in 2010.** The full text of this law is included at the end of this document. Therefore we must require that each of our vendors specifically comply with the following:
1. Any vendors representing themselves as Native American must provide proof of tribal enrollment documentation to the Aspen Historical Society. Anyone who cannot show proof that they are an enrolled member of either a federally or state recognized tribe, must have on display in their booth a sign that says "**Not Native Made**". Vendors must supply sign.
2. Any vendors who resell items made by others who claim to be Native American must also have proof of the artist/maker’s tribal enrollment. If enrollment confirmation cannot be provided to the Aspen historical Society, you must have on display in your booth a sign that says "**Not Native Made"**. Vendors must supply sign.
3. Each vendor will be required to confirm their understanding of the ***Indian Arts and Crafts Act of 1990*** by reading and signing the section of the vendor application referring to this Act. This is a personal commitment that each vendor must make that he/she understands the requirements of the Act and will abide by it.
* We encourage demonstration of skills whenever possible.
* The names of all the persons who will be operating the booth must be included on the registration form. Each of those people will be issued a name badge. **Only people with an official name badge will be permitted to operate booths. Please have your security badge ready to present to roving security personnel, including after hours.**
	+ - All vendors must check in with the organizing committee at the registration tent before beginning setup.
		- Each vendor must supply his/her own tents, tables, chairs, packing materials, backdrops, etc.. Power is not available to each vendor booth. Please state detailed requirements in application.
		- City of Aspen Permit has the following requirements.
			* There must be 10 feet between tents. The Aspen Historical Society will lay out the vendor area to comply with these requirements. It is critical that all vendors set up exactly where designated within their assigned area to comply with these requirements. If in doubt, check with the Aspen Historical staff before setting up your tent.
			* All Vendors must fill out and comply with City of Aspen Sales Tax licensing. Special two day permit applications will be provided in vendor information packet. License fees will are covered with the vendor fee.
* Set-up time starts at 8:00AM on Saturday June 13th, 2105. Booths must be ready for business no later than 10:00AM Saturday and Sunday.
* The Show hours for vendors are:
	+ Saturday: 10:00AM – 4:00PM
	+ Sunday: 10:00AM – 3:00PM
* **Please do not begin teardown earlier than 3:00PM Sunday.**
	+ - Booths must be neat and orderly throughout the festival. Artists/merchants are responsible for collecting and disposing of their own trash. Trash collection points will be provided.
		- Booth fee is:
	+ 10’ x 10’ - $200.00 (two day fee)

Check or money order must be made out to Aspen Historical Society for the correct amount in full. Send completed application, photos of the merchandise and booth (if applicable), and check/money order to:

**Aspen Historical Society**

**620 W. Bleeker**

**Aspen, Colorado 81611**

**Special Requirements for Food Vendors**

**General requirements include the following:**

* + Food vendors must comply with City of Aspen Environmental Health Department regulations. Temporary Event Food Service Applications will be provided in vendor information packet. Health inspector will be on-site to check compliance.
	+ No cooking will be permitted under tents or canvas tops. Cooking is primarily defined as any initial cooking that involves fats and oils. This includes things like kettle corn, grilling, deep frying, etc. All cooking equipment must be located a minimum of 1 foot outside the tent, and be roped off to keep patrons away from hot surfaces. Any vendor cooking with oils or fats must have a current tagged K class fire extinguisher and a 10 lb. 2A10BC fire extinguisher per NFPA 10. Please specify on your vendor application how much space is required outside your tent for these cooking operations and the Aspen Historical Society will set aside adequate space adjacent to your tent. You may reheat already cooked food under your tent, or cook items that do not have the potential to create grease laden vapors (i.e., boiling water, heating soups, etc.)
* There is no access to running water.
* All sites will have access to standard 110v electrical outlets. Access to 220v outlets is limited and should also be identified as a need in the vendor application.

**Indian Arts and Crafts Act of 1990**

 *“The Indian Arts and Crafts Act of 1990 (P.L.101-644) is a truth-in-advertising law that prohibits misrepresentation in marketing of Indian arts and crafts products within the United States. It is illegal to offer or display for sale, or sell any art or craft product in a manner that falsely suggests it is Indian produced, an Indian product, or the product of a particular Indian or Indian Tribe or Indian arts and crafts organization, resident within the United States. For a first time violation of the Act, an individual can face civil or criminal penalties up to a $250,000 fine or a 5-year prison term, or both. If a business violates the Act, it can face civil penalties or can be prosecuted and fined up to $1,000,000.*

*Under the Act, an Indian is defined as a member of any federally or State recognized Indian Tribe, or an individual certified as an Indian artisan by an Indian Tribe.*

*The law covers all Indian and Indian-style traditional and contemporary arts and crafts produced after 1935. The Act broadly applies to the marketing of arts and crafts by any person in the United States. Some traditional items frequently copied by non-Indians include Indian-style jewelry, pottery, baskets, carved stone fetishes, woven rugs, kachina dolls, and clothing.*

*All products must be marketed truthfully regarding the Indian heritage and tribal affiliation of the producers, so as not to mislead the consumer. It is illegal to market an art or craft item using the name of a tribe if a member, or certified Indian artisan, of that tribe did not actually create the art or craft item.*

*For example, products sold using a sign claiming "Indian Jewelry" would be a violation of the Indian Arts and Crafts Act if the jewelry was produced by someone other than a member, or certified Indian artisan, of an Indian tribe. Products advertised as "Hopi Jewelry" would be in violation of the Act if they were produced by someone who is not a member, or certified Indian artisan, of the Hopi tribe.”*