NRG Winter Market

Location: North River Greenhouse and Landscaping, Inc. (AKA NRG) 1155 7th St. Alamosa, CO. 81101, (719)-589-5660. Inside the Greenhouse

Vendors Operation hours: December 5th & 12th 10:00am-2:00pm
(If there are still customers shopping from your booth, you are more than welcome to stay past 2:00)

Vendor Check In: Please check in with the Market Directors (Michelle or Tiffany) between 9:00-9:30.

Vendor Unload: Please unload your goods and supplies on the East side of the building. Vendors please park on the south side of the building

Advertising: Please feel free to do any marketing of the event that you would like! We encourage it. You do not need permission from us so long as the information being advertised is correct. NRG advertises this event with the radio station, social media, on our website, our billboard, and this year Fox 21 News out of Colorado Springs will also be advertising the event.

Market Fees and Taxes

- 10 X 10 Booth space
- $50.00 for two Saturdays- extra space available for added fee.
- Fees will be paid in full before market begins, along with a copy of appropriate licenses or certifications and liability insurance information.
- Fees will be used for marketing, added insurance costs, and trash removal.
- If vendor shows up unannounced on the day of the market, all documents are still required and an additional fee of $10.00 will be charged.
- Vendors will be charged an additional $5.00 if electricity is needed for the booth.
- **Vendors will pay their own sales taxes**.

General Rules and Regulations

- If a vendor is not able to attend a certain day, 48-hour notice is required to the Market Director(s), Michelle or Tiffany, 719-589-5660. We would like the opportunity to fill the booth space if possible.
- Vendors should check in with Market Director between 9:00-9:30, and their booths should be set up by 10:00AM.
- Vendors need to have a sign at their booth with the business name and license visible.
- Vendors must provide their own supplies for their booths; tables, chairs, advertising signs, labels, pricing, change, bags, extension cords, etc.
- Vendors are responsible for keeping their area clean; please bring your own supplies to do so.
- **Processed or Prepared Food:** Vendor must provide proper licensing and or certifications. These are local and State requirements. Please provide these documents to the director of the market along with application. No Exceptions. Please be aware that inspectors from the Colorado Department of Health and other regulatory agencies may visit and it is your responsibility/obligation as the vendor to be in compliance with all regulations and licensing. Please direct any questions concerning licensing and State inspections to the office of Public and Environmental Health (719)-587-5206.
- **Food Samples:** No food sampling will be allowed
- ***Cottage Food Act of Colorado*;** this act allows limited types of food products that are non-potentially hazardous (do not require refrigeration for safety) to be sold directly to consumers without licensing or inspection. For example, vegetables, fruits, herbs, honey and others please call Colorado Department of Public Health and Environment for eligible foods, (303)-692-3645. Or, look up *Cottage Food Act*, for list of approved food items.
- **Product Quality:** All food products must be fresh, clean and of good quality.
- **Labeling:** Vendors are responsible for having labels for all food products that are packaged. All product labels must include 5 items: Identity statement, net weight statement, list of ingredients, company name and address. Sample label below

and more information can be found at http://cofarmtomarket.com/food-regulations-licensing/general-lableing-rquirements/

Sample Label
Pinto Beans (identity Statement)
Net Wt. 2lbs. (Net Weight Statement)
Ingredients: Pinto Beans (List of Ingredients)
Sunshine Valley Farms (company name and address)
Box 1234
Sunnydale, CO. 80123

- **Conduct:** All vendors are required to respect fellow vendors, customers, and the staff of North River Garden Center. Vendors or individuals who commit violations or cause complaints will be asked to leave the market for the remainder of the season. Decisions made by the Market Director(s) are final.

- **Insurance:** North River Greenhouse has its own liability insurance. North River Greenhouse requires vendors to obtain their own liability and product liability insurance. The vendor, NOT North River Greenhouse, or TAWK Rentals, LLC., will be held liable should someone become ill due to the sale and or consumption of unsafe food products. The vendor, NOT North River Greenhouse or TAWK Rentals, LLC, will also be liable if someone is injured by an item sold at the market, or if; for example, someone is injured by a vendor's canopy, property, products, goods, and services.

NRG Winter Market Application 2026

Please clearly print the following information:

Contact Person Name:
Farm/Business Name:
Address:
City, State, Zip:
Phone (cell):
Phone (other):
E-mail:
Website (if applicable):
Please briefly describe your business here.

By signing below, you, as the Vendor agree that you have read the above rules and regulations for the North River Greenhouse Winter Farmers' Market, are familiar with the State regulations for food sales and recognize the importance of being familiar with these matters and agree to the terms of this agreement and the rules and regulations. Please submit this form to the Director of the Market, Tiffany, by November 28, 2026 along with a copy of your appropriate licenses, certifications and insurance documents. You may drop the forms and full payment off at North River Greenhouse, 1155 7th St. Alamosa, CO. 81101, or mail the forms and payment to the store; P.O. Box 29 Alamosa, CO 81101: attention Tiffany Price.

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Signature of Authorized Representative Date

Received by:

_____

Signature Date

Once North River Greenhouse has received all required documents and payment, the market director will contact you about booth placement. Thank you for your cooperation and let's have a great season!!!

Lability Waiver

I release North River Greenhouse from all liability incurred in my participation in the Winter Market 2025. NRG is not responsible for theft or loss of personal property.

Signature:_____

Date:_____

Vendor Name_____

Business Name_____

Complete Application_____

Vendor Insurance_____

Payment_____

Food Safety Certificate_____

Retail Food Establishment License_____

Please initial and date the bottom right of pages 1-5, and return all pages to one of the Market Directors.