



MOUNTAIN BIKE NATIONAL CHAMPIONSHIPS

JULY 2019 • WINTER PARK, CO

VENDOR APPLICATION

July 22-28, 2019





Thank you for your consideration in becoming a sponsor of USA Cycling Mountain Bike National Championship Nationals Vendor Village!

USA Cycling is happy to announce that the Mountain Bike National Championship will be hosted at Winter Park Resort/Trestle Bike Park this year from July 23-28, 2019 in gorgeous Grand County, Colorado.

You're invited to participate in this year's Vendor Village. The expo area will be open to all attendees from Tuesday, July 23-Sunday, July 28, 2018. Vendor maps will be sent out by July 1, 2019.

Winter Park Resort is the official lodging partner of USAC MTB Nationals and will be offering 5% off the prevailing rate at Vintage Hotel, Fraser Crossing/Founders Pointe, and Zephyr Mountain Lodge based on general availability *at the time of individual booking.*

RSVP for lodging at Winter Park Resort by using the following URL:

<https://www.winterparkresort.com/USACycleMtbChampionships>, or by calling Winter Park Central Reservations at 1-866-239-3992 and referencing the USA Cycling Mountain Bike National Championships.

Please complete all forms in the Vendor packet and submit via e-mail by June 30, 2019.

For more information or any questions about participation, please contact Jenny Cox at 618.670.6297.

We look forward to seeing you at this year's event!

Sincerely,

Winter Park Resort Events Team

IMPORTANT EVENT INFORMATION

Event Dates: Monday, July 22, 2019—Sunday, July 28, 2019

Load-in: Monday, July 22, 2019 (Times TBD based on footprint and placement)

Expo: (For general public) Tuesday, July 23—Sunday, July 28, 2019 | 9AM-5PM

Event Overview: USA Cycling with the support of Intrawest/Winter Park Operations Corporation shall host various races of different disciplines. This championship will bring together the nation's best riders in downhill, dual slalom, cross country, short track and enduro.

Event Schedule: You can visit the following site for more information regarding the competition: <https://www.usacycling.org/events/national-championships/2019-mtb-nat-champs>

To learn more about Winter Park, and activities for guests and spectators visit Winter Park Resort's website: <https://www.winterparkresort.com>

Attendance: We anticipate over 3,000 people which includes racers, team support, families, friends and spectators for the six day event.

Lodging Deal: Secure a 5% discount and stay at the base of the event at Winter Park Resort by using the following link: <https://www.winterparkresort.com/USACycleMtbChampionships>, or by calling Winter Park Central Reservations at 1-866-239-3992 and referencing the USA Cycling Mountain Bike National Championships.

Please complete all forms in the Vendor packet and submit via e-mail by June 30, 2019.

For more information or any questions about participation in the Vendor Village, please contact:

Jenny Cox | 618.670.6297 | jcox@winterparkresort.com

VENDOR APPLICATION

Please fill out the Vendor Application below and sign the Vendor Agreement and Terms of Participation.

Send documents to:

Digital/E-mail

jcox@winterparkresort.com

Mailing Option

**Winter Park Resort – Events
ATTN: Jenny Cox
85 Parsenn Rd.
Winter Park, CO 80482**

Company Name:

Mailing Address:

City:

State:

Zip:

Contact Name:

On-Site Contact (if different than above):

Phone:

E-mail Address:

Website:

Number of Staff Working Event:

Description of Booth (include footprint size, power needs, promotional giveaways, etc):

VENDOR APPLICATION

*****Please include footprint size and electrical needs*****

USA CYCLING NATIONALS ONLY

ITEM	DETAILS	PRICE
Expo/Tech Space Rental	10x10	\$300.00
	10x20	\$450.00
	10x30	\$700.00
	20x20	\$800.00
	20x40	\$1,000.00
Electricity	Device:	\$75.00 – electric fee
	Amps:	
Selling items at Booth/Footprint at WPR	Vendors will be responsible for paying and obtaining a \$60 business license from the Town of Winter Park. Link: http://co-winterpark.civicplus.com/198/Business-Licenses	\$60.00
	TOTAL:	

USA CYCLING NATIONALS NON-PROFIT ONLY*

ITEM	DETAILS	PRICE
Expo/Tech Space Rental	10x10	\$150.00
	10x20	\$225.00
	10x30	\$350.00
	20x20	\$400.00
	20x40	\$500.00
Electricity	Device:	\$75.00 – electric fee
	Amps:	
Selling items at Booth/Footprint at WPR	Vendors will be responsible for paying and obtaining a \$60 business license from the Town of Winter Park. Link: http://co-winterpark.civicplus.com/198/Business-Licenses	\$60.00

****To be eligible for the non-profit rate, documentation must be provided.***

VENDOR APPLICATION

VENDOR DETAILS

CANCELLATION POLICY:

All cancellation requests must be made via e-mail to jcox@winterparkresort.com. No refunds will be issued after July 1, 2019.

FOOTPRINT ASSIGNMENTS:

One (1) space per vendor. Footprint allocation and assignments will be made based on space requirements, electrical needs, and tent/footprint size. Space assignment will not be guaranteed until time of check-in. Promoters reserve the right to last minute changes.

CHECK-IN/SET-UP/ARRIVAL:

Check in will be at West Portal Station on Monday, July 22 from 9 a.m.-5 p.m. Set up will take place Monday, July 22, 2019 from 9 a.m.-6 p.m.

OPERATIONS/PARKING:

Parking, set-up, and tear down may not take place during event hours (9 a.m.-6 p.m.). Vendors must set up prior to 9 a.m. each morning and tear down after 6 p.m. each evening. Vehicles are not permitted in the Expo area from 8:30 a.m.-6 p.m. daily. Vehicles required for booth displays must be approved by the event organizer prior to July 1, 2019.

BANNERS:

Banners must be hung within your space ONLY. Banners located outside of your footprint are prohibited.

PRODUCT/GOODS/SERVICES:

Vendor may not change the listing of what it will be displaying or providing without the prior written consent of Host Site (Winter Park Resort) and Event Organizer (Jenny Cox).

LODGING:

Discount lodging available

STAKES/GUIDEWIRES/GENERATORS:

Stakes, guidewires and generators are prohibited from the Expo area. Generators may be prior approved.

SECURITY:

Evening security will be provided from the evening of Monday, July 22 through the end of the event on Sunday, July 28 at 5 p.m.

SHIPMENTS:

All shipments are at the responsibility of the vendor. Winter Park Resort will not be accepting or responsible for vendor shipments.

SUBLETTING OF SPACE/FOOTPRINT:

Vendors shall not assign, sublet or apportion the space assigned or have representatives, equipment, or materials from other firms than their own in the expo without prior consent from and payment to the promoter.

PET POLICY:

Vendors shall be prohibited from having pets in the Expo/Vendor Village area (reasonable accommodations shall be made according to the Americans with Disabilities Act). However, Winter Park Resort welcomes pets to the resort. Pet friendly accommodations are available by calling Reservations at 1-866-239-3992. These units are very limited and are first come, first serve.

ELECTRICITY:

Vendor may be provided one (1) electrical outlet for use for a fee of \$75. Vendor must bring their own outdoor rated extension cord which must be 50 feet or more in length. Cord covers are also mandatory.

TENT WEIGHTS:

Tents, canopies, etc. shall have weights properly attached in sufficient quantity to secure the cover against windy conditions that may exist. Each vendor should secure approximately 50lbs. of weight per tent leg or greater based on adequacy. *All tents must be lowered overnight.*

TRASH:

All trash, ground litter, waste, etc. must be cleaned from the booth and regularly taken to designated reciprocals. Failure to comply may result in a \$200 fine.

VENDOR APPLICATION

VENDOR MUST PROVIDE

- Non-refundable space/footprint fee
- **Early departure before noon on Sunday, July 28, 2019 will result in a \$100 charge.**
- All booth set-up needs (tables, chairs, tents, weights, cords, displays, etc).
- Representative(s) to manage booth for the duration of the event
- Completed Vendor Application
- Signed Vendor Agreement
- Signed Terms of Participation
- Copy of Insurance Certificate naming In strawest/Winter Park Operations Corporation, Alterra Mountain Company, Winter Park Recreation Association, The City and County of Denver, US Department of Agriculture – US Forest Service, and USA Cycling as additional insured.
- Seller’s Permit/Town of Winter Park Business License (if applicable)
- Company logo to be e-mailed to jcox@winterparkresort for use on the webpage, communication material and event signage.
- Vendor registration for the 2019 USA Cycling Mountain Bike National Championships is incomplete until we receive the following:
 - Completed Vendor Application
 - Signed Vendor Agreement
 - Signed Terms of Participation
 - Copy of Certificate of Insurance
 - Seller’s Permit/Town of Winter Park Business License (if applicable)
 - Initial here _____

BY SIGNING THIS FORM, I HAVE READ AND AGREE THAT THIS APPLICATION IS TRUE AND CORRECT AND TO ABIDE BY ALL TERMS HEREIN

NAME: _____

DATE: _____

SIGNATURE: _____

USA CYCLING NATIONAL CHAMPIONSHIP 2019 VENDOR AGREEMENT

This is an agreement between Intrawest/Winter Park Operations Corporation, a Delaware corporation (“Local Organizing Committee”/”Host Site”) and the vendor listed on page 4 of the Application attached to this Agreement (“Vendor”).

WHEREAS, Vendor may be awarded rights to offer certain specified goods or services at the 2019 USA Cycling National Mountain Bike Championships to be held at Winter Park Resort in Winter Park, Colorado under the sponsorship of USA Cycling, Inc. and Host Site/Local Organizing Committee on July 22-28, 2019 (“Event”);

WHEREAS, it is in the mutual interest of the Vendor, USA Cycling, Inc. and Host Site/Local Organizing Committee to operate a profitable and responsible event operation,

NOW, THEREFORE, the parties agree as follows:

Rights and Responsibilities of Host Site/Local Organizing Committee:

1. Host Site/Local Organizing Committee reserves the right to restrict Vendor with respect to methods of operation, sales, distribution and display of materials or services.
2. If, for any reason, an exhibit or its contents is deemed objectionable by Host Site/Local Organizing Committee, the exhibit will be removed from the site and any and all fees will be forfeited.
3. Vendor may be prohibited from this Event and future Host Site events, if:
 - a. Vendor misrepresents the items which will be displayed at the Event.
 - b. Vendor, agents’, employees’ or volunteers’ conduct is detrimental to the best interest of Host Site, USA Cycling, Inc. and/or the Event.
 - c. Vendor violates any of the policies/procedures of the Host Site, USA Cycling, Inc. and/or the Event.
 - d. Vendor violates the terms of this Agreement/Application in any material respects.
4. Vendor is responsible for maintenance and final cleanup of their respective site area
5. Host Site is not responsible for damage to goods or property due to rain, wind, or other natural disasters.
6. Host Site shall designate an on-site representative who will be responsible for directing activities at the site in connection with the Event. Vendor shall take direction from the Host Site Representative.

Vendor Responsibilities:

1. Vendor Application. Each vendor must include with its complete and signed application (including applicable supplemental documentation):
 - a. A signed copy of this Vendor Agreement
2. Vendor shall be permitted to display and sell only approved products or services, as listed on the vendor application.
3. The relationship of Vendor and Host Site is that of Licensor and Licensee only and nothing contained herein shall be construed to create any employment relationship, nor partnership, agency or any other relationship other than that of licensor and licensee. Vendor shall be

solely responsible for all matters concerning compensation, insurance, taxes and liability for its employees, agents and volunteers.

4. BOOTH SPACE/FOOTPRINT:

- a. All space assignments are final. Dissatisfaction with a space assignment is not considered grounds for leaving.
- b. Vendor must furnish its own booth set-up.
- c. All signs, displays, or exhibits must be contained within the Vendor's booth. No signs or display will be permitted on the outside of a booth or attached to Winter Park Resort property.
- d. Vendor is not allowed to leave its assigned space to solicit or distribute information. Vendor must stay within the space/footprint assigned.
- e. Vendor's right to occupy the space/footprint shall be in the form of revocable license only and not as a renter or lease.

5. VEHICLES:

- a. Extreme care must be taken to drive vehicles, trailers, and equipment only in designated areas as outlined by Host Site. Driving in an unsafe or incompetent manner is not permitted and will result in loss of deposit and may result in loss of vendor privileges. Vendor may be fined for damage to grounds, lawns, sprinkler systems, power lines, or equipment if parking and vehicle guidelines are not followed.
- b. All Permitted vehicles approved to be parked at the booth site must be parked prior to normal Event hours and shall remain parked during normal Event hours.
- c. All vehicles not parked in designated parking areas will be towed at the owner's expense.

FURTHER, Vendor:

1. Represents that all information provided in the application for vendor space is true and correct.
2. Represents that he/she has read and understands all the rules and regulations outlined herein and in the Host Site application, and agrees that these rules and the application are part of this contract and no other agreement shall be binding upon the parties unless in writing and signed by Host Site.
3. Acknowledges and agrees that all work, goods and services covered by this agreement at the location provided herein shall be at the risk of the Vendor. Vendor shall indemnify defend and hold harmless the Host Site, Intrawest/Winter Park Operations Corporation, Alterra Mountain Company, Winter Park Recreation Association, The City and County of Denver, USA Cycling, US Department of Agriculture – US Forest Service, all of their officers, agents, employees and volunteers from any and all claims, costs, demands, suits, actions, or proceedings of any kind or nature resulting from, or arising out of, breach of this Agreement, and the acts or omissions of Vendor, its employees, volunteers, or agents on the site during the Event. Vendor shall pay all expenses incurred by Host Site in defending itself and its officers, agents and employees with regard to any legal action resulting from, or arising out of, the acts or omissions of Vendor its employees, volunteers or agents on the Host Site and elsewhere, while acting pursuant to this Agreement.
4. Agrees to abide by and comply with the general rules, as may be established by Host Site and/or USA Cycling, Inc. in their sole discretion for The Event, which include, without limitation, (i) the prohibition of firearms, other weapons, alcoholic beverages, illegal substances, drones, large glass bottles, fireworks, pets, open flame fires, large or charcoal grills, motorized recreational vehicles including, but not limited to: ATV's, UTV's, and dirt bikes or other items subsequently identified by Host Site as a prohibited item from being brought into the Host Site property or identified by the Host Site as a prohibited item from

being brought into the Host Site property or onto the Event grounds, (ii) the prohibition against the solicitation of signatures on petitions or other written instruments (tablets), (iii) the prohibition against the sale (or giveaway) of alcoholic beverages, or any of the food, beverage, clothing and merchandise items by any of the Vendors in or about the Event grounds unless Vendor obtains prior written approval from Host Site.

5. Should any party hereto employ an attorney for the purpose of enforcing or construing this Agreement, or any judgement based on this Agreement, in any legal proceeding whatsoever, including insolvency, bankruptcy, arbitration, declaratory relief or other litigation, the prevailing party shall be entitled to receive from the other party or parties thereto, reimbursement for all attorney's fees and all costs, investigative costs, expert witness fees, and the costs of any bonds, whether taxable or not, and that such reimbursement shall be included in any judgement or final order issued in that proceeding.

I HEREBY AGREE TO THE TERMS AND CONDITIONS HEREIN:

Print Name

Signature of Vendor

Date

SPONSORSHIP

If interested in a larger sponsorship opportunity, beyond the scope of the Vendor Village/Expo Area, contact Jenny Cox directly at:

Phone: 618.670.6297

E-mail: jcox@winterparkresort.com

Sponsors are subject to USA Cycling approval, and are considered exclusive for Event signage, Awards stage, advertising, PR, promotions, ancillary events and media (including community guides) associated with the Event.

SPONSOR RIGHTS

1. Course Side Signage

- a. All USA Cycling Sponsors receive course side signage per their agreements with USA Cycling. USA Cycling will share those requirements with the LOC before the Event. USA Cycling is responsible for providing signage for the USA Cycling sponsors listed above. All on-course signage is subject to USFS rules and regulations.

2. Acknowledgements

- a. USA Cycling Sponsor logos must be included on all press releases and collateral materials used in the promotion of the Event as requested by USA Cycling. All USA Cycling Sponsors are provided free space and have right to purchase additional acknowledgment space in the Event program if one is produced. All materials must be approved in advance by USA Cycling.

USA Cycling shall include mention of or LOC's logo on all press releases and collateral materials used in the promotion of the Event.

3. Public Address Announcements

- a. All USA Cycling Sponsors are entitled to public address announcements each hour throughout the duration of the Event.

4. Visibility in Registration Area

- a. All USA Cycling Sponsors shall receive recognition in the registration area and have the right to provide a product sample or gift to each participant in that space. To the extent that food and beverage sponsors are providing products to athletes and guests, food and beverage sample must be "sample" size.

5. Registration Materials

- a. USA Cycling Sponsors may provide items to be included in registration packages.

6. Expo/Display Booth

- a. USA Cycling Sponsors will receive expo space and/or display booth space in prime locations (high visibility, high traffic) to promote their products and/or services, free of charge.

INTRAWEST/WINTER PARK OPERATIONS CORPORATION

CERTIFICATE OF INSURANCE REQUIREMENTS WORKSHEET

Please provide certificate from an insurer rated A-, VII or better at least 5 days prior to the event or the start of any work unless the contract specifics an earlier date.

1. Certificate holder name must be stated as:

**Intrawest/Winter Park Operations Corporation
PO Box 36
Winter Park, CO 80482**

2. The following entities must be listed on the certificate as an “Additional Insureds” and it must be stated that this includes “defense costs”. Additional Insureds may be grouped together on a single certificate, and are usually listed towards the bottom of the certificate and/or in the comment section.

Always include these entities:

- ✓ Intrawest/Winter Park Operations Corporation
- ✓ Alterra Mountain Company
- ✓ Winter Park Recreational Association
- ✓ The City and County of Denver
- ✓ US Department of Agriculture – US Forest Service (if work/event is to occur on mountain / USFS property)

The following entities may need to be included depending on the location of work/event:

- IRG Restaurant Company and Intrawest/Winter Park Restaurant Corporation (if work/event is to occur at a restaurant)**
- Winter Park Village Company Master Association, Inc. (if work/event is to occur in the Village)**

3. The certificate must include a statement that the coverage(s) is “primary and non-contributory” to all other insurance held by the additional insureds.

4. The certificate must include a statement that there is a “waiver of subrogation” for general liability coverage, and if applicable auto liability coverage as well.

5. The certificate should include the name and date range of the work/event.

6. **For events, In addition to participant coverage, the certificate must state that “the insurance covers spectators” or that “the insurance does not exclude spectator liability.”**

COVERAGE LIMITS

- These are the minimum amounts, which are subject to change at any time and may be greater as required by contract.
- General liability coverage limits may be achieved with a primary policy or a combination of a primary policy and umbrella liability policy.

- Commercial automobile liability is not necessary if vehicles are limited at all times (including loading / unloading) to paved roadways and designated parking lots.

<u>Type:</u>	<u>Amount:</u>
General Liability	
Each Occurrence	\$1,000,000
Personal and Advertising Injury	\$1,000,000
General Aggregate	\$2,000,000
Products-Completed Operations Aggregate	\$2,000,000
Automobile Liability	\$1,000,000 combined single limit per accident
Workers' Compensation / Employers Liability	Statutory Benefits \$500,000 E.L. Each Accident \$500,000 E.L. Disease - Each Employee \$1,000,000 E.L. Policy Limit

Certificates should be mailed or emailed to:
Intrawest/Winter Park Operations Corporation
Attn: Will Tien
PO Box 36
Winter Park, CO 80482
wtien@winterparkresort.com