

Vendor Application Process

Please review the following information before submitting your initial application to the 2023 Denver Christkindlmarket. This document will provide a step by step summary of the process to become a vendor at the Market, as well as important information regarding booth specifications and Market policies.

Step by Step Application Process	
Step 1	<ul style="list-style-type: none"> Applicants express their interest in becoming a vendor for the 2023 Denver Christkindlmarket by submitting initial application at https://www.christkindlmarketdenver.com/ GACC-CO Staff reviews all submitted applications and assesses the Market’s capacity to accept new vendors and expand returning vendors’ displays.
Step 2	<ul style="list-style-type: none"> Returning vendors’ applications are processed and new vendors’ applications are reviewed GACC-CO Staff makes final decisions about new vendors and expansion of returning vendors
Step 3	<ul style="list-style-type: none"> Official vendor contracts are sent out to qualifying vendors Vendors return signed contract and Terms & Conditions
Step 4	<ul style="list-style-type: none"> Invoices for booth fee and damage deposit are sent out to confirmed vendors. Receipt of invoice makes the vendor contracting a binding agreement. Payments by the applicant must be received within the time frame indicated on the invoice to secure the booth rental.

Deadlines

June 1, 2023: Applications from returning vendors due.

August 1, 2023: Applications closed online and new vendor application due.

September 17th, 2023: Full booth payment must be submitted by all vendors. *Vendors who do not submit payment by this date risk forfeiting the space to a vendor on the waitlist. Failure to comply will also result in a \$25 per day fine until the full booth payment has been received by the GACC-CO.*



German American
Chambers of Commerce
Deutsch-Amerikanische
Handelskammern

German American Chamber of Commerce,
Colorado Chapter

4100 E. Mississippi Ave. Suite 410
Denver, CO 80246

Phone: +1 (720) 352-4828 | Email: info@gacc-co.org
www.gaccmidwest.org/en/colorado-chapter/

Additional Information on Booth Payments

Full payment will include the submission of a \$750 damage deposit. Damage deposit will be returned by February 2024 given that the vendor does not incur any damage upon their booth or the surrounding area.

All booth fees and related payments must be made in U.S. dollars. The GACC-CO highly recommends that payment be submitted by **check**. All checks should be made payable to the “German American Chamber of Commerce” with the name of your business and “booth fee” in the memo. Damage deposit must be submitted as separate payment with memo “damage deposit”.

Vendors may also pay electronically through PayPal, but will take on the additional transaction fee. The transaction fee will be calculated on a case by case basis depending on the number of booths rented.

Booth Specifications

Booth Type	Specifications
Single	10ft. x 7 ft. (9 ft. x 6 ft. interior) booth, includes 2x20A/120V circuits power
Double	20 ft. x 7 ft. (19 ft. x 6 ft. interior) booth, includes 4x20A/120V circuits power
Triple	30 ft. x 7 ft. (27 ft. x 6 ft. interior) booth, includes 4x20A/120V circuits plus 30A/220V power if necessary

Additional Denver Christkindlmarket Policies

The GACC-CO reserves the right to reject a vendor’s application for any reason, without explanation. Upon the GACC-CO’s acceptance of a vendor’s application, the GACC-CO will provide the applicant with a Vendor Contract. The applicant will have no right to participate in any manner in the Denver Christkindlmarket, unless they have executed a Vendor Contract with the GACC-CO and paid the full booth fee to the GACC-CO and have submitted all necessary licenses before the market start date.

Listing products in the vendor application does not guarantee the applicant the right to sell those products. Therefore, the GACC-CO reserves the right to limit the types of products a vendor is allowed to sell at the Market. Providing an accurate list of available products will help in this regard.



German American
Chambers of Commerce
Deutsch-Amerikanische
Handelskammern

German American Chamber of Commerce,
Colorado Chapter

4100 E. Mississippi Ave. Suite 410
Denver, CO 80246

Phone: +1 (720) 352-4828 | Email: info@gacc-co.org
www.gaccmidwest.org/en/colorado-chapter/

The GACC-CO reserves the right to make the final decision on the location of all vendor booths and can not guarantee the same placement. Vendors are welcome to make requests about their location and other details with the understanding that the GACC-CO will do its best to accommodate these requests but cannot ensure that all requests will be fulfilled.

Booth Pricing

Food Vendors

Single: \$7000

Double: \$13,300

Tripple: \$19,950

Quadruple: \$26,600

Craft Vendors

Single: \$6,500

Double: \$12,350

Tripple: \$18,525

Quadruple: \$24,700



German American
Chambers of Commerce
Deutsch-Amerikanische
Handelskammern

**German American Chamber of Commerce,
Colorado Chapter**

4100 E. Mississippi Ave. Suite 410
Denver, CO 80246

Phone: +1 (720) 352-4828 | Email: info@gacc-co.org
www.gaccmidwest.org/en/colorado-chapter/