

Vendor / Booth Sign-Up Form
Tularosa Duck Races ~ Saturday, June 8, 2024 11am – 4pm

There will be a variety of free games for kids, a farm implement and machinery display area, live music, food vendors, arts and craft vendors, non-profit groups and of course a rubber duck race for all ages. This is the 2nd year we are holding the event and we appreciate your participation.

Name/Business/Organization _____

Contact Person _____ Phone _____

Address _____ City _____ State _____ Zip _____

Email address _____

Number of Booths to Set Up _____ Description of Booth / Details (email if more space is needed)

NOTE: With my signature, I acknowledge that this form is an express agreement that I fully understand and will abide by all the rules and conditions set forth (see page 2 of this document for terms & conditions).

I have read and will comply with the terms, conditions, and all applicable laws. I hereby release, waive, and forever discharge the **Tularosa Arts and History Council**, their boards, employees, members, supporters, partners, sponsors, volunteers, advertisers, the Village of Tularosa, and owners of the premises used to host the event from any and all liability (whether loss due to theft, damage, death, or property damage, whether caused by negligence of the said parties or otherwise while the undersigned and its designees are in the event area for any purpose, acts of God, or other). The **Tularosa Arts and History Council** in no way guarantees any return, profit, or benefit from this event.

By signing below, I am confirming that I understand that ALL Vendors are expected to operate for the entire event, NO EXCEPTIONS

Note: There will be NO displays, tables or booths related to politics or voting of any kind at this event. There will be NO ALCOHOL of any kind allowed at this event. Anyone possessing, consuming or under the influence of alcohol will be asked to leave the event and will not be allowed to participate in any future TAHC events.

Signature _____ Date _____

Please enclose the vendor fee with your registration form | **Payment amount included** _____

Please circle your booth/table/feature type. Booth space is 12' x 12' (non food merchants)

Regional Non-food Merchants \$25 *must provide own canopy, anchor weights, tables and chairs, etc.

Food Vendors \$50 *must provide own canopy, anchor weights, tables and chairs, etc.

Local non-profit booths \$FREE *must provide own canopy, anchor weights., tables and chairs, etc.
(not selling items)

Display / Demonstration booth/space \$FREE *must provide own canopy, anchor weights, tables and chairs, etc.
e.g., tractors, harvesting equipment, robotics, etc.
(not selling items)

Vendor set-up is Saturday morning June 8, 2024 beginning at 6am – 10am. Event begins at 11am.
Contact 505 350 4531 for details.

TERMS & CONDITIONS

Completed form & Payment

The full payment (CHECK ONLY) of any required vendor fees and this completed and signed form are required to reserve your space. Space is limited. *Sign up early to ensure your spot!* The form and the payment check should be received by **June 1, 2024**. Please mail or deliver them to: **TAHC, PO Box 334, Tularosa, NM 88352**. You may also submit the form by email to jengruger@gmail.com and mail in the check. **Forms and fees must be received by June 1, 2024. Space is limited.**

Spaces

Subletting or sharing of vendor space is strictly prohibited. Entirety of vendor's set-up, display, and working space must be within the space rented. If you need more than the 12'x12' space for your booth, you will be charged a prorated extra fee. **This is an outdoor street event with canopies to be set up on Encino Street. Vendors must provide their own means of weighted anchors in case of inclement weather. Please anticipate and prepare accordingly.**

Food/Candy/Drinks

No food or drink items may be sold at this event unless you have registered with us as a food vendor and have complied with all laws, licensing, insurance, permits, and health department regulations. No homemade food or homemade drinks may be given away or sold unless you have signed up as and have been approved as a food vendor with all necessary requirements.

*****IMPORTANT: Set-up/Hours of Operation/Teardown**

Location is located near the intersection of 2nd Street and Encino streets in Tularosa, New Mexico.

The event is June 8, from 11:00 am to 4:00 pm. Vendor set-up is Saturday June 8, between 6am and 10am. The streets will be closed off at 10am. Tear down must be completed by 7:00 pm Saturday June 8. **ALL Vendors are expected to operate for the entire event, NO EXCEPTIONS! If you leave early, refunds will not be issued, and you will not be considered for future events.**

Electricity access is limited and what we can provide will be reserved for the children's games and the bandstand.

Insurance and hold harmless

All vendors and exhibitors must have their own liability insurance. Vendor is solely responsible for all dealings and actions, and holds the **Tularosa Arts and History Council** their board, employees, members, supporters, partners, sponsors, volunteers, advertisers, the Village of Tularosa, and owners of the premises used to host the event harmless from all claims.

Legal Compliance/Taxes

Vendor agrees to comply with all laws, licensing, permits, and health department regulations. Vendors are solely responsible for payment of all state and local sales tax as a result of any sales made during this event.

Product Restrictions

The sale of any items bearing the name "**Tularosa Arts and History Council**" or any other variations related to this event including logo, likeness, event name, likeness are strictly prohibited unless sold by the **Tularosa Arts and History Council**.

Questionable Products

The **Tularosa Arts and History Council** reserve the right to inspect, approve, reject or otherwise control the display, promotion or sale of products or services at its sole discretion. Illegal drugs and drug paraphernalia, toy or real weapons, fireworks, flea market or garage sale items, stink products, merchandise of a racial nature, obscenities or products of an offensive nature of any kind will not be permitted. Any objectionable items must be removed from the booth by the vendor or may be removed by the **Tularosa Arts and History Council**.

Termination of Agreement

Tularosa Arts and History Council reserves the right to terminate this agreement at any time without prior notice if the terms of the agreement are not met or any policies are violated. Specific policies are: Conduct and activities specifically not allowed: lewd behavior or the encouraging of lewd or offensive behavior, foul or offensive language, nudity, consuming or possession of alcoholic beverages, drug use, intoxication or other illegal activities, violation of terms of this contract, laws or ordinances, fire department regulations/codes, or health department regulations.

For more information about this event & Tularosa Arts and History Council, please visit:

Our Facebook: [Tularosa Arts and History Council](#) ~ **Website:** www.trytularosa.org

Email Us: tularosaartsandhistory@gmail.com **Write us:** TAHC, PO Box 334, Tularosa, NM 88352

Call: Michael Gruger – (505) 350-4531