

2014 WOOL FESTIVAL at TAOS INFORMATION

MAVWA / WOOL FESTIVAL HISTORY and MISSION

In the early 80's, Christian Community Services in Alamosa, Colorado formed the Wool Products Association, an economic development project for residents of the upper Rio Grande region of New Mexico and Colorado who produced wool and/or created products from wool.

In 1983 this association was incorporated under the name Mountain and Valley Wool Association (MAVWA).

MAVWA now includes all of Colorado, New Mexico, and Texas, and growers and craftspeople of any animal fiber.

MAVWA's mission is basically the same as always: to assist regional animal fiber growers and craftspeople.

The organization provides marketing, educational, advertising, and networking opportunities

through the Wool Festival, the Wool Festival workshops, a website (www.taoswoolfestival.org), and a newsletter.

WOOL FESTIVAL PRODUCTION

The Wool Festival is produced by the 13-member Mountain & Valley Wool Association Board of Directors, the Coordination Staff who work under the board's direction, and any others who wish to participate.

WOOL FESTIVAL LOCATION

Kit Carson Memorial Park (Hwy. 64 at Civic Plaza Drive), Taos, New Mexico.

CALENDAR

Wool Festival vendor application and Town of Taos business license application due:

Saturday, March 1st, 2014.

Wool Festival set-up:

Friday, October 3rd, from 8 A.M. until dark.

Saturday, October 4th, from 7 A.M. to 9 A.M..

Wool Festival:

Saturday, October 4th, from 9 A.M. to 5 P.M..

Sunday, October 5th, from 9 A.M. to 4 P.M..

APPLICATION for WOOL FESTIVAL VENDOR SPACE

Only MAVWA members are eligible to apply for vendor space at the Wool Festival.

Two or three vendors may apply to share a booth space. Each must submit a separate application.

A family may apply as a single applicant.

A guild may apply as a single applicant.

SELECTION of WOOL FESTIVAL VENDORS

The MAVWA jury committee reviews all applications,

and awards vendor space on the basis of the following criteria (NOT in this order):

Applicant's involvement in the Colorado / New Mexico / Texas animal fiber industry.

Residents of Colorado, New Mexico, and Texas receive higher priority;

residents of other states are given lower priority.

Animal fiber grown, processed, and/or crafted within our region is assigned higher priority;

animal fiber grown, processed, and/or crafted outside the region but within the U.S. is given lower priority;

non-animal fiber and animal fiber sourced, processed, and/or crafted outside the U.S. have the lowest priority.

Applicant's involvement in MAVWA.

Those who have participated in MAVWA --

as members, vendors, volunteers, staff, workshop instructors, financial contributors, etc. -- receive higher priority.

Applicant's conduct and compliance with MAVWA regulations.

Value added by the applicant to his/her merchandise.

Diversity contributed to the Wool Festival by the applicant's merchandise.

Quality of the applicant's merchandise.

PAYMENTS / REFUNDS

Application fees are processed / returned at the time of acceptance / non-acceptance of applications.

Some of these fees may be refunded if a vendor cancels his/her plans to attend the Wool Festival.

If the cancellation occurs before May 1st, all vendor fees minus \$50 are refunded.

If the cancellation occurs before August 1st, all vendor fees minus \$150 are refunded.

If the cancellation occurs after August 1st, no fees are refunded.

PROVISIONS for WOOL FESTIVAL VENDORS

MAVWA provides vendor spaces (11' W x 20' D) Friday morning through Sunday evening.

MAVWA provides security Friday evening through Sunday evening.

MAVWA does NOT provide canopies, tables, chairs, or electricity for vendors.

MAVWA does NOT assume responsibility for loss or damage of any kind sustained by vendors.

REQUIREMENTS for WOOL FESTIVAL VENDORS

Conduct and compliance:

The MAVWA board is committed to making the Wool Festival a positive experience for everyone.

Vendors are expected to conduct themselves appropriately and to comply with MAVWA regulations.

Licenses and taxes:

Every vendor must have a NM Taxation and Revenue I.D. number and a Town of Taos business license, and must collect State of New Mexico and Town of Taos sales taxes.

The NM tax form is at <http://www.tax.state.nm.us/forms/year99/acd31015f.pdf>.

The Town of Taos business license application form is on page 4 of this form.

Booths:

1. Every booth and all of its merchandise, displays, fixtures, furniture, and equipment must be contained within that booth's allotted space.

Vendors may use available space behind their booths,

but may not use the walkways behind the booths,

and may not use the areas behind the walkways, except for storage.

2. All structures and displays must be well-constructed and able to withstand wind, rain, and snow.

Vendors may be held liable for injury and/or damage caused by tents or other belongings.

3. Every booth must display a sign or signs indicating what business(es) the booth represents.

4. Any booth may display a sign or signs indicating sale prices for specific items,

but no booth may display a sign or signs indicating sale prices for all or most of its merchandise.

5. Each booth is expected to be tidy, in good taste, and generally attractive.

Booth contents:

1. All goods offered for sale (including consignments) must be owned by MAVWA members.

2. All merchandise must belong to one or more of the following categories:

a) fiber animal products;

b) materials, supplies, and/or equipment used for animal fiber crafts;

c) items which promote the fiber animal / animal fiber industries.

3. Animal fiber and animal fiber products may not be purchased and offered for resale, unless value has been added to the merchandise by the vendor.

4. Fiber merchandise (with exceptions noted below) must be all or predominantly animal fiber.

"Animal fiber" refers to the wool or hair of any animal.

"Predominantly animal fiber" means manifesting primarily the attributes of animal fiber.

Yarns, and knitted, crocheted, woven, and felted pieces, must have the look and feel of animal fiber.

Items filled with animal fiber and covered with other material must have animal fiber characteristics.

Fiber goods may contain silk, plant fibers, synthetic fibers, and other materials in supporting roles --

exx: silk warp, cotton covers enclosing wool comforters, synthetic stuffing covered by wool fabric.

In every case, the piece should be "about" the animal fiber.

5. Non-animal fiber baskets and bags may be offered for sale --

ONLY IF they are accessories to equipment or kits, and ONLY IF they're inconspicuously displayed.

6. Promotional T-shirts, tote bags, etc. may not be offered for sale by any vendor other than MAVWA.

Animals:

Rabbits, dogs, and other animals are welcome in booths.

The animals must be confined or leashed, and the booths must be kept clean.

Any animal deemed problematic by the Wool Festival compliance team must be removed.

Business hours:

All booths must be open for business during the Festival's stated business hours.

Clean-up:

By 7 P.M. on Sunday, all booth spaces must be free of trash and other materials,

except for cardboard boxes, which may be left (broken down and stacked) in the booth spaces.

Name of person / family / organization: _____
 Name of business: _____
 Mailing address: _____
 Email address(es): _____
 Website address(es): _____
 Home phone number(s): _____
 Cell phone number(s): _____
 State and license # of vehicle: _____
 State and license # of trailer: _____

Would you like to share booth space with another vendor? Y / N 2 other vendors? Y / N
 Would you like MAVWA to pick your partner(s)? Y / N Have you picked your partner(s)? Y / N
 Name(s) of partner(s): _____

Have you previously participated in MAVWA? Y / N If yes:
 as a member, ____ years; as a vendor, ____ years; on the board of directors, ____ years;
 teaching workshop class/classes, ____ years; demonstrating in the demo tent, ____ years;
 helping to set-up / take down the Festival, ____ years; bringing Critter livestock, ____ years;
 donating auction merchandise, ____ years; contributing financially to MAVWA, ____ years;
 doing something else (_____), ____ years.

If you're accepted as a vendor at the Wool Festival:
 Will every item you offer to sell (including consignments) belong to a MAVWA member? Y / N

How much of your merchandise will be:
 fiber products? ____%; materials / supplies / equipment for animal fiber crafts? ____%;
 items which are neither of the above but which promote the animal fiber industry? ____%.

If you will have fiber merchandise, how much will be:
 raw fiber? ____%; processed fiber? ____%; yarns? ____%; finished goods? ____%.
 Of the total fiber, how much will be animal fiber? ____%; non-animal fiber? ____%.

Other than exempt items, will every fiber item be predominantly animal fiber? Y / N
 Of the animal fiber, how much will be:
 sheep? ____%; angora goat? ____%; cashmere goat? ____%; alpaca? ____%;
 llama? ____%; bison? ____%; yak? ____%; qiviut? ____%; rabbit? ____%;
 dog? ____%; cat? ____%; other? (_____) ____%.

How much will have been grown in CO, NM, or TX? ____%.
 How much will have been grown outside our region but within the U.S.? ____%.
 How much will have been grown outside the U.S.? ____%.
 How much will have been processed (carded, spun, etc.) in CO, NM, and/or TX? ____%.
 How much will have been processed outside our region but within the U.S.? ____%.
 How much will have been processed outside the U.S.? ____%.
 How much will have been crafted (knitted, woven, etc.) in CO, NM, and/or TX? ____%.
 How much will have been crafted outside our region but within the U.S.? ____%.
 How much will have been crafted outside the U. S.? ____%.
 How much will have been grown by you? ____%. Grown by another or others? ____%.

If any fiber will have been purchased by you or given to you,
 will you have added value to it before offering it for sale? Y / N If so, how? (Use other side.)
 Please briefly describe the merchandise you plan to bring to the Wool Festival. (Other side.)
 Describe the booth, display fixtures, sign, etc. you plan to bring to the Festival. (Other side.)
 Please submit 1 to 6 pictures of items representative of those you plan to bring to the Festival.
 Please submit 1 to 3 pictures of the booth, sign, display fixtures, etc. you plan to bring.



TOWN OF TAOS APPLICATION FOR SPECIAL BUSINESS REGISTRATION

All Information must be completed and \$10.00 fee must be submitted for application to be processed

Name of Business: _____ Phone Number: _____

Mailing Address: _____

Fair Applying to: _____ Booth Number: _____

Kind of Business: _____

Owner of Business: _____

New Mexico Taxation & Revenue No. _____
(CRS ID No.)

Have you previously received a Special Business Registration from the Town of Taos within this calendar year? No Yes If yes, for which event? _____
(**\$10.00 Business Registration fee will not be required**)

Section 5.08.020 Special Business Registration Required

It is unlawful for any person to engage in business, operate a booth or stand, or sell goods and/or services during any fiesta, carnival or festival within the town limits without first obtaining a special business registration from the town. **Special business registration fees are ten dollars (\$10.00) for each vendor, booth or stand, and shall be prominently displayed at each booth, trailer or stand. The registration will expire on December 31 on the year issued.** (Ord. 97-53 §1, 1997; Ord. 94-7, 1994; prior code §18-131)

Section 5.08.030 Food and Drink Purveyor's Permit Required

It is unlawful for any person to sell any food or drink during any fiesta, carnival or festival within the town limits without first obtaining a food and drink purveyor's permit from the New Mexico Environment Department. **Such permit shall be prominently displayed at each booth, trailer or stand.** (Ord. 97-53 § 1 1997; Ord. 94-7, 1994; prior code § 18-133)

Section 5.08.040 Taxation and Revenue Permit Required

It is unlawful for any person to engage in business, or offer for sale any goods or services within the town limits, without first obtaining a tax number from the New Mexico Taxation and Revenue Department, or from the town. **Such tax number shall be prominently displayed at each booth, trailer or stand.** (Ord. 97-53 § 1, 1997; Ord. 94-7, 1994; prior code § 18-133)

I hereby certify that I have read and examined the information contained on this application, and know the same to be true and correct. All provisions of codes and ordinances governing this type of work will be complied with whether specified herein or not.

I also acknowledge that the Code Official is authorized and directed to enforce the provisions of any federal, state, and/or local codes, and shall have the authority to render interpretations of these codes and to apply policies and procedures in order to clarify the application of its provisions. Such interpretations, policies, and procedures shall be in compliance with the intent and purpose of any federal, state, and/or local codes. Such policies and procedures shall not have the effect of waiving requirements specifically provided for in these codes.

Signature of Owner

Date

FOR TOWN OF TAOS USE ONLY:
Receipt No.
License Amt.
Date:

2014 WOOL FESTIVAL at TAOS VOLUNTEER COMMITMENT

If you'd be willing to volunteer your services for the Wool Festival, we thank you!

Name of person / family / organization _____

Email address(es): _____

Phone (land line) number(s): _____

Phone (cell) number(s): _____

Please check one or more of the following ways you'd be willing to help:

- Bringing animals and/or pens for the Critter Showcase
- Helping with Festival set-up on Friday
- Helping with Festival break-down on Sunday evening
- Staffing Silent Auction or Wool, Yarn, or Garment/ Home Accessories Show
- Demonstrating a fiber animal or fiber craft skill in the demonstration tent
- Donating an item (worth at least \$40) to the Silent Auction
- Doing something else (_____)

2014 WOOL FESTIVAL at TAOS AGREEMENT and RELEASE

1. I have read this entire form, and all the information I have supplied is true.
2. I agree that all of the Requirements of the Wool Festival at Taos apply to me and all who occupy my booth.
3. I agree to pay all fees, charges and assessments associated with this application and any booth space assigned to me.
4. By my signature below, I release the Mountain and Valley Wool Association (MAVWA), its Board of Directors, members, the Wool Festival, the Town of Taos, the State of New Mexico, the Natural Resources Department, and all departments, their respective employees, agents and all others involved, from any claims, demands, liabilities or cause of action of any and all kind of nature, at, during, or involving the Wool Festival, to the fullest extent allowed by the law. This includes, without limitation, theft, damage, casualty, loss, injury, criminal activity, natural disaster or mischief.

Signature: _____

Date: _____

2014 WOOL FESTIVAL at TAOS VENDOR FEES

Please print clearly. Thank you.

Name of person / family / organization: _____

Name of business: _____

Email address: _____

VENDOR FEES (due March 1st, 2014):

Vendor space:

single vendor (\$290) \$ _____

1 of 2 vendors (\$190) \$ _____

1 of 3 vendors (\$140) \$ _____

Town of Taos business license:

if you have not obtained a TOT special business license in 2014 (\$10) \$ _____

if you have obtained a TOT special business license fee in 2014 (\$0)

TOTAL: \$ _____

Thank you!

Your check will be held until your acceptance or rejection, and then either deposited or returned to you.