

TAOS WOOL FESTIVAL FOOD VENDOR APPLICATION

Event dates: October 5th & 6th, 2019 ~ Setup is Friday Morning October 4th, 2019
APPLICATION DUE BY MAY 15, 2019

Food Vendor fee will be: \$300.00, plus a Town of Taos Special Business License Fee. If you have obtained a TOT special business license for 2019 already (\$0). If you have not obtained a TOT special business license (\$10). An additional \$25.00 is required for the TOT Fire Inspection Fee.

Please send:

- Completed Application
- A copy of your NM Dept. of Health and Environment License to Operate a Food Establishment
- TOT Special Business License application (regardless of whether you already have one for 2019)
- a copy of your insurance policy, showing “additionally insured” for MAVWA (Mountain and Valley Wool Association) and for the Town of Taos
- Check for your total fees written to MAVWA (\$300.00+\$25.00+\$10.00(or +\$0.00)
- To: **Gypsie Frank, Taos Wool Festival Food Vendor Coordinator, PO Box 689, El Prado, NM 87529**
- Due May 15, 2019

Name: _____

Telephone: _____

Cell: _____

E-Mail: _____

NM Tax Id: _____

State and License number(s) of Vehicle(s): _____

State and License number(s) of Trailer(s): _____

Food to be served: _____

Description of Booth Set Up: _____

Size of space required (must be within a 10x20 space. NO TRAILERS) _____

Electrical Requirements (list appliances, (ie) amperage for each appliance) _____

PLEASE READ CAREFULLY AND SIGN:

Electric for food vendors are as follows:

Each vendor will receive only two (2) 20 amp 110 volt circuits

additional 20 amp 110 volt circuits may be purchased for an additional fee of \$50.00 per circuit and must be approved prior to event

NO 220 AMP SERVICE AVAILABLE

Extension Cord Requirements are as follows:

100 ft must be 10 gauge ~ 50 ft must be 12 gauge ~ 25 ft must be 14 gauge

Vendor setup is Friday, October 4, 8am-5pm

The Taos Wool Festival is Saturday October 5th, 9am-5pm, and Sunday October 6th, 9am-4pm

*MAVWA provides vender spaces (for tents, not trailers) from Friday morning thru Sunday evening.

*MAVWA provides Security from Friday morning thru Sunday evening.

*MAVWA does NOT provide canopies, tables, or chairs.

*MAVWA does NOT provide Wi-Fi access.

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

*Driving vehicles onto the grass is not allowed by the Town of Taos.

*The MAVWA Board of Directors is committed to making the Taos Wool Festival a positive experience for all. Vendors are expected to conduct themselves appropriately and to comply with MAVWA requirements.

*Every Vendor must have a New Mexico Department of Taxation and Revenue C.R.S. Tax I.D. Number, and must collect sales tax at the Taos Wool Festival and pay the collected taxes to the State of New Mexico.

BOOTHS:

1. All structures 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 property.
2. Extension cords must be appropriately sized: 100'/10 ga., 50'/12 ga., 25'/14 ga.
3. Electrical appliances which draw large amounts of electricity (such as hot plates or microwaves) must be pre-approved, and will be connected on an as-needed basis.
4. Power usage must be limited to the capacity of the electrical service provided. Overloaded circuits may be disconnected at the discretion of the Food Vendor Coordinator. **“NO GENERATORS ALLOWED”**
5. Every vendor must bring and display a sign or signs indicating his/her/their business; every booth must display a Town of Taos Special Business License (approved by MAVWA).
6. Every booth and all its merchandise, displays, fixtures, furniture and equipment must be contained within that booth's allotted space.
7. Every booth and its contents are expected to be tidy, in good taste and attractive.
8. Food vendors will flatten cardboard boxes at their booth space for City of Taos employees to pickup and recycle, **all other items will be removed.** The coordinator will monitor the food vendor's area for tidiness, space confinement and electrical usage. Violations will be addressed by the Food Vendor Coordinator and appropriate actions will be made to correct the problem.

PAYMENTS AND REFUNDS:

- * Vendor fees may be partially refunded if a vendor cancels their plans to attend the Taos Wool Festival.
- * Vendor fees will be refunded on the following schedule:
 - Prior to June 1st; all vendor fees except \$50.00 will be refunded.
 - After August 1st; no fees will be refunded.

AGREEMENT AND RELEASE:

1. I have read this entire application, and all the information I have supplied is true.
2. I agree that all the requirements of the Taos Wool Festival apply to me and all who help me in the booth.
3. I agree to pay all fees, charges and assessments associated with this application.
4. By my signature below, I release the Mountain and Valley Wool Association (MAVWA), its Board of Directors and members, the Taos Wool Festival, the Town of Taos, the State of New Mexico, the NM 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 Taos 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.

CHECK LIST:

1. Filled out application
2. A copy of NM Dept. of Health and Environment License to Operate a Food Establishment
3. A copy of Insurance Policy showing “additionally insured” for MAVWA and Town of Taos
4. Check to cover all fees: (\$335.00) or (\$325.00) Remit to: MAVWA
5. Mail all to Gypsie Frank, Taos Wool Festival Coordinator, P.O. Box 689, El Prado, NM 87529

Applicant Signature _____

Date _____

