

Carrizozo Community Festival

Craft Fair Vendor Contract 2026

Event Date: Saturday, September 5, 2026

Festival Times: 9:00 am to 7:00 pm

Vendor Times: 8:00 am to 5:00 PM (no Friday night setup)

Location: Carrizozo, NM. *Vendors:* 12th St

Food trucks: Dulce Ave (marked as 5th Ave on Google maps) between Central and 13th

No water or electricity available for vendors or food trucks.

12th Street will be available for set-up until 10:30. Vendors who utilize 12th Street for set up must move their cars by 10:30 AM. Parking will be available on 13th Street.

Type of Vendor (check all that apply)

- Food/Beverage Food Truck Retail/Merchandise
 Arts & Crafts Nonprofit Informational/Promotional
 Other (please describe): _____

Vendor Name: _____

Name of Business: _____

Description of product: _____

Vendor's Address: _____

Vendor's email and phone:

Fees:

- \$25.00 10' x 10' booth space
- \$45.00 Food truck

Please send a check, money order or cash to CWI PO Box 1036 Carrizozo, NM 88301. A receipt and map will be sent to you. Check in at the Info Booth in McDonald Park before setting up.

- The limited number of spaces are on a first-come, first-serve basis. Space is not reserved until application and fee are received. Once the limit is reached or the application deadline of August 31, 2026 has passed (whichever comes first), no more applications will be accepted.
- Submission of application does not equal approval. Vendors must be approved and submit payment to participate in the festival by August 31, 2026. Applications received without payment will not be reviewed.

- Booth spaces are approximately 10' x 10' in dimension and spaces are located on the street. Spaces are on pavement and may be uneven or on an incline. Vendors understand and agree that they are responsible for providing tents, tables, chairs, tent weights/stakes or any other equipment necessary to carry out their business at the festival. If a vendor uses a tent, the tent must be weighted with (25 lbs.) on each corner for the protection of the vendor and other participants, including customers. Vendor understands and agrees that individual booths do not have access to electricity or water.
- Vendors are required to maintain a neat, professional, and visually appealing booth display.
- All displays must remain within the assigned booth space and can not obstruct walkways or neighboring vendors.
- The Event Organizer reserves the right to inspect any booth at any time and request removal of non-compliant items or materials.
- **Sound and Noise Level Policy:** Vendors who use speakers or any form of amplified sound—including music, videos, recordings, or other audio—must maintain the volume at a level no louder than that of a normal conversation. Sound levels must remain low enough that they do not interfere with nearby vendors, festival activities, or the general enjoyment of attendees.
- Festival organizers reserve the right to require vendors to immediately reduce volume levels if sound is deemed disruptive. Continued failure to comply with this policy may result in the vendor being required to turn off the sound equipment for the remainder of the event.
- There is spotty WiFi access within the vendor area. Event Organizers are not responsible or liable for the failure of service during festival operations.
- Vendors acknowledge and accept full responsibility for securing their area, money, valuables, and merchandise against theft, vandalism, or damage. Vendor relieves and holds the organizers, their organizations and the Town of Carrizozo harmless from such responsibility or damages that may occur.
- Vendors will have a separate parking area but will NOT be able to park vehicles next to their booths after unloading and setting up. Vendors may have to transport equipment/merchandise a short way. Failure to park in vendor-designated parking will result in not being invited to future events. Vendors are responsible for keeping their area in a clean and orderly manner and so as not to interfere with other vendor spaces or festival participants' foot traffic - e.g. no trip hazards or banners/merchandise extending beyond designated booth space.
- Event Organizer reserves the right to deny the distribution or display of any item(s) or material(s) that it deems inappropriate for a festival attended by various age groups. Vendors may sell products or

merchandise made by third parties and are not handcrafted so long as the vendor is honest and forthright as to the origin, manufacture, and quality of said products or services.

- Vendor is responsible for complying with all local, state, and federal laws pertaining to their products and services including sales tax.
- Food vendors agree to obtain all necessary permits, be licensed and in full compliance with all applicable New Mexico Environment Department requirements. Food vendors will supply copies, either print or electronic, of necessary licenses and permits.
- Trash must be disposed of and the booth area must be left clean and free of debris at the end of the event.
- Insurance/Indemnity: Vendor agrees that it and any employees or agents of vendors are responsible for their safety and conducting their business operations in a safe and reasonable manner for its protection, the protection of other vendors and festival visitors and customers. Vendor agrees to indemnify and hold harmless the organizers, their organizations and the Town of Carrizozo from any and all claims by assuming full legal and financial responsibility through insurance or other means should vendor, the Event Organizer or any other vendor or individual be injured or killed as a result of vendor's actions or omissions, the sale including but not limited to the sale or distribution of a defective or harmful product or service.
- Event Organizer does not ensure or guarantee the number of festival visitors or crowd size for the festival, nor does it guarantee that vendors will make a certain amount of sales or profits from participation in the festival.
- Vendor is aware and agrees that the Event Organizer reserves the right to cancel or close the festival. If a cancellation or closure occurs, Vendor is not entitled to a refund of their rental fee or any additional damages or charges that may be incurred, including travel expenses.
- Vendors who cancel prior to August 1, 2026 will be entitled to a full refund.
- Vendor agrees to provide information regarding the nature of its business and associated products to the Event Organizer without further written consent for the purpose of promoting the festivals and vendor's business. This includes but is not limited to the use of logos, company name, photographs of vendor's business/booth and employees. Event Organizer encourages vendors to advertise their attendance at festivals including use of Carrizozo Community Festival name, location, and photographs without further permission from the Event Organizer.
- Dogs, including service dogs, are allowed so long as they are human and other dog-friendly. Owners are responsible for keeping dogs on leash and picking up any excrement and disposing of it appropriately.

- All fees and payments under this Contract are non-refundable.
- The vendor understands and accepts that failure to comply with the terms and conditions above may result in removal from the event without a refund.

By signing this contract, the Vendor acknowledges and agrees to follow these event rules.

Vendor Signature _____ Date _____

Printed Name _____