

Mountain and Valley Wool Festival

FOOD VENDOR APPLICATION

Event dates: October 4th and 5th, 2025 ~ Setup is Friday October 3rd, 2025

APPLICATIONS ARE DUE BY **July 31st, 2025**

Food Vendor fee is: \$250.00.

You are also responsible for obtaining any required permits or licenses to sell at the Santa Fe Fairgrounds. This includes fire and food safety inspections as appropriate.

You will need to provide:

- A copy of your NM Dept. of Health and Environment License to Operate a Food Establishment
- A copy of your insurance policy, showing "additionally insured" for MAVWA (Mountain and Valley Wool Association) and for the Santa Fe County Fairgrounds
- Check for your total fees written to MAVWA – *alternatively we can send you a PayPal invoice for the space fee - indicate this on the final page.*

If you have questions or need more information, please contact the MAVWA Vendor Coordinator at VendorInfo@MAVWAWoolFest.org

Name:

Address:

Phone Number(s):

E-Mail:

Business Name:

NM Tax Id:

Type(s) of food to be offered:

Description of Booth or Trailer Setup:

Size of trailer or tent and space required:

Electric for food vendors is as follows:

- Each vendor will receive 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 the event

Number of 110 volt outlets that you require:

(*Sorry, no 220 AMP SERVICE AVAILABLE*)

PLEASE READ CAREFULLY AND SIGN on the final page. Vendor setup is Friday, October 3rd, 8am-5pm

The Mountain and Valley Wool Festival is Saturday October 4th, 9am-5pm, and Sunday October 5th, 9am-4pm.

MAVWA Provides:

- Food Vendor spaces from Friday morning through Sunday evening. Tents require weights not stakes.
- 24 hour on-site Security from Friday evening through Sunday evening.
- Wi-Fi access is available on-site from the County but cannot be guaranteed. *We recommend you have back-up in case of interruptions.*

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

* Vendors are expected to conduct themselves professionally and to comply with MAVWA requirements.

* Food Vendors who have completed the required inspections may sell Friday to support our vendors and volunteers during Festival set-up.

* Every Vendor must have a New Mexico Department of Taxation and Revenue C.R.S. Tax I.D. number, and must collect and remit sales taxes as required 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 their tents or trucks or other Vendor 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.
5. Generators are permitted, and should be placed behind the Vendor's space
6. Every vendor must bring and display a sign or signs indicating the name of their business, and display required licenses and permits.
7. Food vendors may flatten cardboard boxes at their vending space for recycling on-site: all other items must be removed.

MAVWA will monitor the food vendor's area for tidiness, cleanliness, space confinement, and electrical usage. Violations will be addressed by the Food Vendor Coordinator and appropriate actions will be made to correct any problem.

PAYMENTS AND REFUNDS:

Food Vendor fees may be partially refunded if a vendor notifies MAVWA that they need to cancel BEFORE August 24th 2025, at MAVWA's discretion. After that date no refunds can be given.

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 Mountain and Valley Wool Association's 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 County of Santa Fe, 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 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.

APPLICATION CHECKLIST:

1. This completed and signed application,
2. A copy of NM Dept. of Health and Environment License to Operate a Food Establishment,
3. A copy of your Insurance Policy showing "additionally insured" for MAVWA and Santa Fe County Fairgrounds,
4. * A check to cover all fees made out to: MAVWA. Please include 'Food Vendor Fees' in the Memo line.

* If you prefer us to send you a PayPal invoice, please check here: _____

Mail all to: MAVWA Vendor Coordinator, PO Box 2754, Taos, NM 87571

Fees Enclosed: \$_____ (*\$250 Space fee, plus \$50 for additional electrical circuits*)

Applicant/Business Name _____

Applicant Signature _____

Date_____