



June 30-July 1, 2017 – Two Days  
In conjunction with the Roswell UFO Festival  
At the Roswell Mall – Roswell, New Mexico

### Contract for Vendors

#### Space Cost – Vendor Booth:

Check here: \_\_\_\_\_

Vendor space is \$175 for each booth with a \$25 discount if reserved before 5:00 pm, **Saturday, June 17<sup>th</sup>, 2017**. Each unit is approximately 10’ wide and 9’ deep and additional space can be purchased in those increments. If available, vendor space after this deadline will be on a first come, first serve basis.

#### Space Cost – Artist Alley:

Check here: \_\_\_\_\_

Artist tables with no backdrop will be a single table with two chairs. Additional space can be purchased in those increments. The fee for an Artist Table will be \$50. After **June 17<sup>th</sup>** there will be no refund.

#### Terms of Contract:

This contract shall be an agreement between the 2017 Roswell Galacticon Committee (RGC) and the undersigned Vendor for the 2017 Roswell Galacticon according to the terms as follows:

- This completed and signed application must be received by **June 17, 2017**, with the balance paid in full. If not received, the \$25 discount will be negated, if space is available.
- Half of fee must be received to reserve a space; the total balance is due by **June 17, 2017**.
- Vendor shall abide by all **Rules and Regulations** set forth by the RGC. The Vendor agrees to hold harmless the committee, the City of Roswell and their employees, agents and volunteers, from any damages or stolen property during the Festival.
- Spaces will be assigned by the Committee according to type, availability and date of receipt.
- **Vendor times:** set-up begins no earlier than Thursday, June 30, 2017, at noon and space rental runs through Saturday, July 1<sup>st</sup> at 6:00 pm. **Vendor is required to stay through 6:00 pm, Saturday, July 1<sup>st</sup>**. The Vendor Hall will be open to the public as follows: Friday – 10:00 am to 6:00 pm and Saturday – 10:00 am to 6:00 pm. Vendors may not clear before 6:00 pm on Saturday. Any other time arrangements must be made with the Committee. Agreement to these terms is shown by vendor signature below or receipt of payment.

#### Vendor Information:

Business Name: \_\_\_\_\_

Owner’s Name: \_\_\_\_\_

Address: Street or Box \_\_\_\_\_

City, State and Zip \_\_\_\_\_

Phone - Best: \_\_\_\_\_

Email Address: \_\_\_\_\_

Brief Product Description: \_\_\_\_\_

\_\_\_\_\_

**Signature of Vendor:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Signature of RGC Representative:** \_\_\_\_\_ **Date:** \_\_\_\_\_

This contract is valid only with the signature of both the Vendor and the RGC Representative.

**Send to:** Roswell Galacticon  
Or Elaine Mayfield  
P. O. Box 3262  
Roswell, NM 88202

Email: [vendors@RoswellFilmCon.com](mailto:vendors@RoswellFilmCon.com) or  
[condor@dfn.com](mailto:condor@dfn.com)  
Phone: 575-626-2640

**Date Received:** \_\_\_\_\_ **by:** \_\_\_\_\_ **Deposit \$** \_\_\_\_\_ **Paid in Full \$** \_\_\_\_\_