



July 6 & July 7, 2018 – 10 am to 7 pm
At the Roswell Mall – Roswell, New Mexico
Affiliated with the Roswell UFO Festival

Contract for Vendors

Space Cost – Vendor Booth:

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

Vendor space is \$150 for each booth with a \$25 late fee if reserved after 5:00 pm, Saturday, June 23rd, 2018. 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 23rd there will be no refund.

Terms of Contract:

This contract shall be an agreement between the 2018 Roswell Galacticon Committee (RGC) and the undersigned Vendor for the 2018 Roswell Galacticon according to the terms as follows:

- This completed and signed application must be received by June 23rd, 2018, with the balance paid in full. If not received, there will be a \$25 late fee, if space is available.
Half of fee must be received to reserve a space; the total balance is due by June 16th, 2018.
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, July 5th, 2018, at noon and space rental runs through Saturday, July 7th at 7:00 pm. Vendor is required to stay through 7:00 pm, Saturday, July 5th, 2018. The Vendor Hall will be open to the public as follows: Friday – 10:00 am to 7:00 pm and Saturday – 10:00 am to 7:00 pm. Vendors may not clear before 7:00 pm on Saturday. Take down time will be after 7:00 pm on Saturday and from 10:00 am to 2:00 pm on Sunday. Any other time arrangements must be made with the RGC Representative. 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 or condor@dfn.com
Phone: 575-626-2640

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