



Grant County Chicano Music Project

314 N. Durango St. * Silver City, NM 88061 * (575) 538-6512 * gccmusicproject@gmail.com

COMMUNITY / UNIVERSITY ORGANIZATION BOOTH APPLICATION

Submission Deadline July 15, 2013

In a joint effort between the university and the community, the Grant County Chicano Music Project invites you to set up a booth for the one-day festival on August 31, 2013 from 9:00 a.m. to 4:00 p.m.

Name of Organization: _____

Contact Person: _____ Phone: _____

Address: _____

(City) _____ (State) _____ (ZIP) _____

Email: _____

EVENT SPECIFICATIONS:

- The Grant County Chicano Music Project reserves the right to review and pre-approve Community and University Organization Booths. Political campaign booths are NOT allowed. You will receive confirmation of approval via e-mail and your booth will be assigned a number.
- Each organization must provide its own canopy or tent, tables and chairs. Tents with floors are NOT allowed. Please come prepared with sandbags, cement blocks or other items to hold down the canopies in the event of high wind.
- Electricity is reserved on a limited basis for vendor booths. Should your organization wish to sell anything, a VENDOR application and contract must be submitted.
- Set up is Saturday, August 31st from 7:00 to 9:00 a.m. A set up time on Friday, August 30 will be announced at a later date. Security will be provided at James Stadium that evening; however, we cannot be responsible for any items. Booth breakdown should begin promptly at 4:00 p.m. and not before.
- Dangerously hot exhibit lighting (such as halogen) and combustible or explosive materials, items attached at heights which could possibly fall, items displayed low or at ground level which might cause tripping, extremely sharp items; or any item of potential danger to the public, are not allowed on the grounds.
- NO PETS OR WHEELED vehicles are allowed other than service animals, wheelchairs and University gators. This will be strictly enforced by Campus Police.
- Vehicles will not be permitted on the grass at the stadium; therefore, you should be prepared to carry all of your items from a temporary parking area that will be announced at a later date.
- Special vendor parking will NOT be provided.
- Vendors agree to indemnify and hold harmless the Grant County Chicano Music Project and any of its agents for any loss or damage to property.
- Please locate the Vendor Coordinator upon your arrival at James Stadium where you will be escorted to your designated space. Due to a bevy of logistical specifics, sites are pre-determined at our discretion.

Booth spaces will be reserved on a first-come, first-served basis upon receipt of this application and a check for \$25.00 made payable to the WNMU Foundation. For this year's festival only, we are asking for this donation to be used for WNMU scholarships. Should the festival take place in another venue after 2013, please be advised that much higher fees will be in effect.

Tell us about your booth: _____

***WNMU student organizations and university related booths are exempt from paying the \$25.00 fee.**



Send application and fee to:
Grant County Chicano Music Project
314 North Durango
Street Silver City, NM 88061

FOR VENDOR COMMITTEE USE:

_____ Fee received on _____

_____ Receipt & Confirmation sent on _____



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EXHIBITOR/VENDOR CONTRACT

This contract is between the Exhibitor/Vendor and the Grant County Chicano Music Project

The Exhibitor/Vendor agrees to truthfully represent their merchandise to buyers and to conduct business with the highest of ethical standards.

BOOTH SETUP: Saturday, August 31, 2013 7:00 to 9:00 a.m.
A setup time for August 30th will be announced at a later date and security will be provided at James Stadium that evening.

A fee of \$25.00 for food vendors and artisan vendors must accompany the contract and application before a space can be reserved.

- Booth breakdown should begin immediately at 4:00 p.m. on August 31, 2013 and not before.
- Exhibitors/Vendors must be available in their space during the hours of the festival.
- At no time may food or beverage be sold from an Artisan Vendor Booth.
- All fabric coverings, table covers and backdrops must be flame resistant and fire retardant.
- Exhibitors are encouraged to maintain business liability insurance and upon signature of this contract, agree to indemnify and save harmless WNMU and the Grant County Chicano Music Project against loss or damages to property or injuries to persons.
- Exhibitors are required to report any breach of security, including theft, and/or damage to individuals or merchandise to WNMU Campus Police. Exhibitors are responsible for loss or damages to property or injury to persons.
- Exhibitors agree to leave their booth area FREE OF TRASH at the end of the event.
- Booths (tents) must be secured with 50 lb. sandbags (or the equivalent) PER POLE, 200 lb. MINIMUM. Tie downs must be visibly flagged.
- Exhibitors/vendors must be eighteen (18) years of age or accompanied by an adult.
- No illegal drugs or alcohol are allowed on the premises at any time prior to, during or after the festival.
- No smoking will be allowed at James Stadium.
- No animals or wheeled vehicles (with the exception of serviced dogs and wheelchairs) will be allowed.
- Dangerously hot exhibit lighting (such as halogen) and combustible or explosive materials, items stacked at heights which could fall, items displayed low or at ground level that could cause tripping, extremely sharp items or any items of potential danger to the public are not allowed. Exposed grills, smokes, etc. must have a barrier to keep the public from potential burn hazards.

EXHIBITOR/VENDOR SIGNATURE

DATE

Return signed original with your application to:
The Grant County Chicano Music Project
314 North Durango Street
Silver City, NM 88061