

El Museo Cultural de Santa Fe Market Contract/Application

September 21, 2019 – May 31, 2020

Steve Kalminson 505-250-8969 steve@mayajones.com

Date of Contract:
 Period of Contract:
 Company Name:
 Your Name:
 Description of Merchandise:
 Vehicle: Make - _____ License - _____
 Email:
 Phone: _____ Cell Phone: _____
 New Mexico State Tax ID _____
 Santa Fe City Business License: 2019 \$10 (if you do not have one for El Museo) - paid separately
 Liability Insurance: (\$30 for the season, \$10 per weekend)

Show Dates: September 21, 2019 – May 31, 2020 Hours of Operation: Sat 8AM – 4PM and Sun 10AM - 4PM
 Location: El Museo Cultural, 555 Camino de la Familia, Santa Fe, NM 87501
 (In the Railyard across the tracks from the Farmer's Market)
 Booth Size: 10' x 10' booth \$100 per weekend. Storage fee for leaving booth set up \$100/month (4 week month) or \$25/week.
 Show Fee: **Nonrefundable set up and application fee of \$100.** Waived if season is paid in advance. Season is 37 weeks (\$3700) plus 8 ½ months storage at \$100 (\$850) = \$4550 minus a 10% discount = \$4095 plus equipment rental.
Payments must be kept current.
 Electricity: **Included.** Bring your own lights and cords with a multi plug fuse breaker between your lights and the wall receptacles. All wiring **MUST** be taped down and made safe. No heaters of any kind.
 Table Covers: **Preferably black, but must be Certified Flame Retardant.** CFR spray is available for sale.
 Cleaning: Keep your space clean and empty your trash daily. Common areas will be cleaned professionally.

Dealer agrees to:

1. No smoking inside the building or within 25' of any entrance.
2. To indemnify and hold harmless the show management and staff from any losses or damages incurred in connection with the dealer's participation in the El Museo Mercado.
3. To have Merchandise labeled, priced and displayed in a neat and professional manner.
4. To not misrepresent the merchandise in any way to a potential buyer.
5. To be open and available for business during show dates and hours. Or to have a substitute for same.
6. To exhibit Merchandise that fits with the theme of the El Museo Mercado. That being:
"Art, textiles, jewelry, books, antiques, rugs and much more from around the corner and around the world."
 Northern NM artists will be encouraged to participate.

 Dealer Signature & Date

 El Museo Market Manager & Date

Booth Fee	Dates Requested:
Storage	
Licences	
Insurance	
Application	
Equipment Rental	
Total	CK/Cash

El Museo Cultural de Santa Fe Mercado

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Additional Information for Dealers

Security:

1. Entrance and exit outside of business hours will be restricted to dealers, their helpers and their approved guests. Please be our first line of defense against theft during the show by keeping your booth and your neighbor's booths under scrutiny.

Lighting:

1. All lighting must be fluorescent or LED. **NO INCANDESCENT BULBS. No exceptions.** All electricals must be disconnected at the end of each day (not just turned off).

Rent:

1. All rent must be paid prior to the weekend, month or season and must be maintained current.
2. A \$7.50 fee will be charged for returned checks.

Insurance:

1. All Dealers must have liability insurance. We have an annual blanket policy for dealers for \$30. This will cover you for the season or the month. A \$10 charge covers you for a weekend.
2. If you have your own liability insurance we will need a rider from your Insurance provider with El Museo Cultural de Santa Fe and Steve Kalminson, named as additional insured.

Santa Fe City License:

1. All Dealers must have an **event specific permit**. Please find attached permit application which we will process for you. No exceptions.

Trash:

1. Please empty your trash every day to avoid rodents. There are large trash cans available.

All checks should be made out to "El Museo Cultural"

MAILING ADDRESS:

Steve Kalminson
POB 13
Cerrillos, NM 87010