



June 30 - July 2, 2023

Roswell, New Mexico

Website: www.roswellgalacticon.com

Part of the Roswell UFO Weekend!

Contract for Vendors

Space Cost – Vendor Booth: \$265

Check here: _____

Vendor space is \$265 for each booth with a \$50 late fee if reserved after 5:00 pm, Monday, June 16, 2023. Each unit is approximately 10' x 9' 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. No refunds after June 24th. Space is limited in the facility with only 50 booths available so reserve early! Payment must accompany reservation.

Space Cost – Writers' Row: \$85

Check here: _____

The fee for Table Space will be \$85 with a \$25 late fee if reserved after 5:00 pm, Monday, June 16, 2023. This will be space at communal tables with no backdrop. Space will be limited to 6' in length. If available, vendor space after this deadline will be on a first come, first serve basis. No refunds after June 24th.

Note: The City of Roswell is requiring all vendors to have a New Mexico Tax ID Number (free) and a Roswell Business License (\$35). We have reduced our fees above to reflect this change. Links to apply for these can be found on this website below or we will assist you in your application. - RGC

Terms of Contract: This contract shall be an agreement between the 2023 Roswell Galacticon Committee (RGC) and the undersigned Vendor for the 2023 Roswell Galacticon according to the terms as follows:

- 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 NM and their employees, agents and volunteers, from any damages or stolen property during the Galacticon.
Spaces will be assigned by the Committee according to type, availability and date of receipt.
Vendor times: set-up will be on Thursday, June 29th, from 1:00 pm to 5:00 pm and Friday, June 30th from 8:00 am to be open by noon by appointment only. The Vendor Hall will be open to the public as follows: Friday, June 30th – noon to 6:00 pm, Saturday, July 1st 10:00 am to 6:00 pm and Sunday, July 2nd – 10:00 am to 4:00 pm. Vendor is required to be open until 4:00 pm, Sunday, July 2nd, 2023. Take down time will be from 4:00 pm to 7:00 pm on Sunday. Any other time arrangements must be made with the RGC agent. Agreement to these terms is shown by vendor signature below.

Vendor Information: (please write legibly)

Business Name: _____

Owner's Name: _____

Address - Street or Box: _____

City, State and Zip: _____

Phone - Best: _____

Email Address: _____

Website: _____

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 this Application to: Roswell Galacticon: Elaine Mayfield Email: condor@dfn.com
1801 E College Phone: 575-626-2640
Roswell, NM 88201 Text: 575-626-2640

Payment is due within 7 days of receipt of approval of this vendor application by RGC. Payment can be made by check or PayPal account at address included with approval email. Contract becomes valid upon payment processing.

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