



July 4 - July 6, 2025

Roswell, New Mexico

Website: www.roswellgalacticon.com

Part of the Roswell UFO Weekend!

Contract for Vendors

Space Cost – Vendor Booth: Early Bird fee before 6/1/25 \$250 Check here: _____
After 6/1/25 \$275 Check here: _____

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 20th.

Space Cost – Writers' Row: Early Bird fee before 6/1/25 \$75 Check here: _____
After 6/1/25 \$90 Check here: _____

This space will be a 6' table and two chairs with no backdrop. If available, vendor space after this deadline will be on a first come, first serve basis. No refunds after June 20th.

Note: The City of Roswell is requiring all vendors to have a New Mexico Tax ID Number (free) and a Roswell Vendor Merchant Permit (\$35). You must write in the NM Tax ID# below. Instructions and links are provided at www.RoswellGalacticon.com under the Vendor tab or www.Roswell-NM.gov .

Due to the closing of the Roswell Convention Center following the Roswell floods, the Galacticon location has changed to the UFO Museum building at 117 N Main Street. Any change in location will be given in writing by June 1, 2025.

Terms of Contract: This contract shall be an agreement between the 2025 Roswell Galacticon Committee (RGC) and the undersigned Vendor for the 2025 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 Roswell UFO Museum 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, July 3rd, from 1:00 pm to 5:00 pm and Friday, July 4th from 8:00 am to be open by noon. The Vendor Hall will be open to the public as follows: Friday, July 4th – noon to 6:00 pm, Saturday, July 5th 10:00 am to 6:00 pm and Sunday, July 6th – 10:00 am to 4:00 pm. Vendor is required to be open until 4:00 pm, Sunday, July 6th, 2025. 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: _____ NM Tax ID# _____
Address - Street or Box: _____ I have the City Vendor Permit: yes ___ no ___
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 with submission of the vendor application online or mailed to RGC. Payment can be made by check or PayPal account at email address: www.RoswellGalacticon.com Contract becomes valid upon payment processing.

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