



2008

Greater Belen Chamber of
Commerce
and Visitors Center

712 Dalies Avenue • Belen, New Mexico 87002 • (505) 864-8091 • Fax (505) 864-7461
www.belenchamber.com • belenchamber@belenchamber.com

RIO ABAJO DAYS VENDOR INSTRUCTIONS

Days of Operation: Friday Sept 26th, Saturday Sept 27th and Sunday September 28th, 2008

Set up time can begin after 12:00 NOON on FRIDAY- All booths will be expected to be open from Friday evening at 6 pm until 10:00 pm, Saturday from 9 am to Midnight and Sunday from 9:00 am until 5:00 pm.

NON FOOD VENDORS: Arts and Crafts, Non-Profit, and Information Booths (\$75.00 per 10x10 Booth space) Location of non food vendor booths will be in the Exhibit Hall on the Valencia County Fairgrounds. If these vendors wish to be outside, they must bring their own tent.

The only approved foods by Environmental Health Department for these booths are Popcorn, Sno-cones and Cotton Candy. No Bake sales allowed.

FOOD VENDORS: (\$150.00 Event Fee) There will be space available for 4 mobile food vendors. Wagons must be equipped with a generator and appropriate water requirements per the Environmental Departments Specifications. Each Vendor is also required to have their appropriate EID.

POLITICAL BOOTHS- (\$250 per 10x10 Booth space) Individual Candidates must pay a fee for their booth space. Political Party booth space is only for solicitation for voter registration and general information, (not for promotion of party candidates).

PLEASE NOTE:

- **The vendor locations will be assigned by the Chamber office based on a FIRST PAID basis. All Vendors are responsible for bringing their own tables/displays and chairs. Battery powered lanterns and fans are suggested.**
- **Set up time can begin after 12:00 NOON on FRIDAY- All booths will be expected to be open from Friday evening at 6 pm until 10:00 pm, Saturday from 9 am to Midnight and Sunday from 9:00 am until 5:00 pm.**
- **All Registration is due by September 14th 2008. Two Entrance wristbands per booth will be mailed with receipt and Master map one week prior to event start date.**



2008

VENDOR REGISTRATION FORM

September 26, 27 and 28, 2008
Sheriff Posse Grounds & Valencia County Fairgrounds
I-25 Exit 195
Belen, NM

Contacts:

The Greater Belen Chamber of Commerce
Phone: 505/864-8091 Fax: 505-864-7461

Fees:

Food Vendors \$150.00
Non-Food Vendors (10x10 Space) \$75.00
Political (10x10 Space) \$250.00
Cost applies to outside personal tents on the lawn and space in the Fairgrounds Event Center
Some electrical is available inside
Location is assigned by first paid first served basis

Please mail, fax or deliver Registration form with appropriate payment (check, credit card (VISA, MC) or money order to:
The Greater Belen Chamber of Commerce, 712 Dalies, Belen, NM 87002

Registration Deadline September 14th

Schedule:

Friday Sept 26th 6:00pm to 10:00pm
Saturday Sept 27th 9:00am-12:00pm; Sunday Sept. 28, 9:00am-5:00pm
Vendors may start setting up Friday at 12 Noon
Vendors are expected to be open all three days
Vendors may take down displays after 5:00pm Sunday
For More Information Call the Chamber @ (505) 864-8091
9:00 am – 5:00 pm, Monday – Friday

NAME: _____

BUSINESS NAME: _____

ADDRESS: _____ PHONE _____ FAX _____

Cell _____ E-Mail _____ Web-site _____

CITY: _____ STATE: _____ ZIP: _____

Description of merchandise _____

Food Vendors must have proper EID permit/license. Submit Copy with Application.

Limited electric is available upon request along far West side. There is no charge for electricity. Do you need an electric hookup? Yes ___ No ___
I/We acknowledge that the Greater Belen Chamber of Commerce, The City of Belen, the Sheriff Posse, the Valencia County Fair Grounds,
and the Noon Optimist Club will not be held responsible for injury or loss.

Signature

Date

Print Name: _____

____ Notes and Special Requests- Please check here and note on reverse side

