



# VENDOR APPLICATION

## FOOD & ARTISAN

BE A PART OF THE MOST ANTICIPATED  
SUMMER CONCERT SERIES IN ALBUQUERQUE!

SUMMERFESTS ARE FREE, FAMILY-FRIENDLY COMMUNITY GATHERINGS THROUGHOUT THE SUMMER. WITH FUN ACTIVITIES FOR ALL AGES, THIS IS SURELY THE EVENT SERIES YOU WANT TO VEND & ATTEND.

- FOOD TRUCKS
- ARTISAN MARKET FULL OF HANDCRAFTED GOODS BY LOCAL VENDORS
- CHILDREN'S ACTIVITIES
- MICROBREW GARDEN
- LIVE ENTERTAINMENT FROM LOCAL AND NATIONAL ACTS
- ESTIMATED ATTENDEES RANGE FROM 10,000-50,000

SOCIAL! #ABQSUMMERFEST



ABQ SPECIAL EVENTS

[CULTUREABQ.COM](http://CULTUREABQ.COM)





# GENERAL INFORMATION

## Event Dates & Application Deadline:

- ~~Heights Summerfest—June 9, 4-10 p.m. **Deadline April 27, 2018 by 5 p.m.**~~
- ~~Route 66 Summerfest—July 21, 3-10 p.m. **Deadline June 8, 2018 by 5 p.m.**~~
- Downtown Summerfest—August 4, 4-10 p.m. **Deadline June 22, 2018 by 5 p.m.**
- Westside Summerfest—August 18, 4-10 p.m. **Deadline July 6, 2018 by 5 p.m.**

## Artisan Market Vendor:

- The fee to participate as a market vendor is \$50.
- Fee includes a 10'x10' canopy, a 6' table, and two chairs.
- Electricity is available at all events for an additional cost of \$25.

## Food Vendor:

- The fee to participate as a food vendor is \$100.

## Application:

- Incomplete applications will not be considered.
- All current documents and photos must be included with the application.
- Do not pay the fee until you have received a confirmation email stating you have been accepted as a vendor.
- You will be notified of your application status following the event's application deadline.

## Return Documents:

### Mail to:

Cultural Services Department  
Special Events - Summerfest  
PO Box 1293  
Albuquerque, NM 87103

### Email to:

eventvendors@cabq.gov

### Questions:

505.768.3556

Submittal of application does not guarantee participation in the event. The City of Albuquerque reserves the right to select vendors it deems appropriate for any given event. Priority is given first to local artisans and craftsmen. Corporate participation is limited to paid sponsorships. Factors involved in the decision include, but are not limited to: quality of product, quality of presentation, uniqueness, clarity of application, past performance and presentation at City sponsored events.



SPECIAL EVENTS



# Food Vendor Application

## 2018 Summerfest Season

Thank you for your interest in the Summerfest event series!

Please print clearly and fill out completely.

Business Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Contact Number: (\_\_\_\_) \_\_\_\_\_

Email Address: \_\_\_\_\_

Please check your type of vending unit:

Cart/Stand \_\_\_\_\_ Truck \_\_\_\_\_ Trailer \_\_\_\_\_ Tent \_\_\_\_\_

Description of items being sold: \_\_\_\_\_

Requests/Comments: \_\_\_\_\_

**Any special requests must be made on this application.**

Check the boxes of the events in which you are interested.

- |  |  |
|--|--|
| <input type="checkbox"/> Heights Summerfest  | <input type="checkbox"/> Downtown Summerfest |
| <input type="checkbox"/> Route 66 Summerfest | <input type="checkbox"/> Westside Summerfest |

**The following documents must be submitted with this application to be considered for any event.**

- Current Albuquerque Business Registration
- Current Albuquerque Fire Inspection Certificate
- Current Food Permit/Health Inspection Certificate
- Photos of cart/stand, truck, trailer or tent
- Footprint of vending space (including dimensions, and any tents, smokers, trailers, tables, etc.)
- Menu

**THE FEE TO PARTICIPATE IS \$100**

Do not pay the fee until you have received a confirmation email stating you have been accepted as a vendor.

You will be notified of your application status following the event's application deadline.



**SPECIAL EVENTS**



# Artisan Market Vendor Application

## 2018 Summerfest Season

Thank you for your interest in the Summerfest event series!

Please print clearly and fill out completely.

Business Name: _____
Contact Name: _____ Contact Number: (____) _____
Email Address: _____
Description of items being sold: _____
Requests/Comments: _____
_____
<b>Any special requests must be made on this application.</b>

Check the boxes of events in which you are interested.

- |   |  |
|---|--|
| <input type="checkbox"/> Heights Summerfest             | <input type="checkbox"/> Downtown Summerfest |
| <input type="checkbox"/> <del>Route 66 Summerfest</del> | <input type="checkbox"/> Westside Summerfest |

**The following documents must be submitted with this application to be considered for any event.**

- Current Albuquerque Business Registration
- Photos of items being sold and display

**THE FEE TO PARTICIPATE IS \$50**

Do not pay the fee until you have received a confirmation email stating you have been accepted as a vendor.

You will be notified of your application status following the event's application deadline.



**SPECIAL EVENTS**