



# Gift Stop Market

## Artisan Application

In efforts to support small businesses and promote local shopping, the City of Albuquerque has formed a newly imagined, safe shopping experience, and highly skilled artisans are needed! The Cultural Services Department has created an online platform designed for an easy one-stop gift shop that features the makers of Albuquerque. With zero cost to artisans, this is the ideal opportunity for business owners to showcase their handmade products for holiday shoppers. To avoid face-to-face contact, customers pick-up their products during a Grab & Go curbside experience without artisans being present. The City verifies all purchases making The Gift Stop Market the most efficient way of selling unique, handmade products and fulfilling holiday gift lists.

## Participation Information

- This application must be fully complete to be considered for participation.
- If accepted, upto 15 handmade products from each artisan will be posted on the Cultural Services' online platform, [ABQSpecialeEvents.com](http://ABQSpecialeEvents.com).
- Cultural Services manages the platform and keeps artists informed of sales.
- Once sales end, artisans will be notified with customer and product sales.
- Artisans will label, package and drop-off products to Cultural Services Staff.
- Artisans receive payment from sales by direct deposit or by mail.



# Apply to Participate

Thank you for your interest in the Albuquerque Drive-Through Gift Stop Market!  
Please complete the following and submit by **Friday, October 30 at 5 p.m.**

Business Name: _____
Contact Name: _____ Contact Number: _____
Email Address: _____
Website: _____ Social Media Links: _____
Business Introduction (this can be submitted as a separate page): _____ _____
Short description of items being sold: _____
Requests/Comments: _____ _____
<b>Any special requests must be made on this application.</b>

**The following documents must be submitted with this application  
to be considered for participation:**

**A CURRENT CITY OF ALBUQUERQUE BUSINESS REGISTRATION**

To acquire one, you can apply online:

<http://posse.cabq.gov/posse/pub/lms/Login.aspx>. For more information call 505.924.3890. An example of a Business Registration can be found on page 3.

**A BUSINESS INTRODUCTION**

Describe your business with information about how customers usually find your products. Include website and social media links as well as a business logo and photos.

**Return completed form to [EventVendors@cabq.gov](mailto:EventVendors@cabq.gov).**

**Questions: 505.768.3592**

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 to local businesses. 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, completeness of application, past performance and presentation at City sponsored events.



# CITY OF ALBUQUERQUE BUSINESS REGISTRATION

CITY OF ALBUQUERQUE  
P.O. BOX 1293  
ALBUQUERQUE, NM 87102

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## CITY OF ALBUQUERQUE

PERMIT NO:

PROGRAM: BUSINESS REGISTRATION

EFFECTIVE FROM: 1/1/2020 THROUGH: 1/1/2021

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HAVING COMPLIED WITH THE FEE REQUIREMENTS OF CHAPTER 13 ARTICLE 1 OF THE REVISED ORDINANCES,  
REGISTRATION OR LICENSING WITH THE CITY OF ALBUQUERQUE AND PAYMENT OF FEES DOES NOT CONSTITUTE A  
WAIVER OF ANY REQUIREMENTS OR PROVISIONS CONTAINED AT ANY LAW.  
THE ACTIVITY/BUSINESS PROPOSED TO BE CONDUCTED AT ANY LOCATION WITHIN THE CITY SHALL BE APPROVED BY  
THE CITY'S ZONING ENFORCEMENT OFFICER PRIOR TO COMMENCING THE ACTIVITY/BUSINESS.

PLANNING DEPARTMENT - CODE ENFORCEMENT DIVISION

[WWW.BUSREG.CABQ.GOV](http://WWW.BUSREG.CABQ.GOV)

(505) 924-3890

POST IN A CONSPICUOUS PLACE