



VENDOR APPLICATION

SHOW: Christmas Jamboree

DATE: December 7th (10am-5pm) & 8th (11am-4pm), 2024

LOCATION: ARTESIA, NM - Artesia Center 612 N 8th St

SET-UP: Friday December 6th 8am-7pm

VENDOR BUSINESS INFORMATION

Business Contact:

Email:

Business Name:

Tax ID:

Mailing Address:

Website:

City, State, Zip Code:

Facebook:

Phone:

Instagram:

Description of items sold:

Please list any previous show experience:

REQUESTED BOOTH SIZE:

(Please note payments are NON-refundable and NON-transferable.)

- 10X10 (\$150)
- 10x20 (\$300)
- 10x30 (\$450)
- FOOD TRUCK (\$300)
- BOUTIQUE TRAILERS (\$300)
(FIRST COME FIRST SERVE)

FOOD TRUCKS SERVING SIDE: (CIRCLE ONE)

PASSENGER

DRIVER

DO YOU REQUIRE ELECTRICITY FOR YOUR BOOTH? (INSIDE BOOTHS ONLY!)

Circle one: YES NO

ELECTRICITY PROVIDED ON A 1ST COME 1ST SERVE BASIS IF YOU HAVE A FOOD TRUCK OR BOUTIQUE TRAILER:

You must provide your own power.

WHAT ARE THE DIMENSIONS OF YOUR TRAILER INCLUDING THE TONGUE? _____

Food vendors MUST have all required documentation & equipment to operate legally in the location of the event! Please submit proper documentation with application!



VENDORS INFORMATION SHEET

Vendors MUST have some type of BACKDROP or DISPLAY forming a professional look for your booth with all tables being draped to the floor. Your booth MUST have a "back wall" so as to not see through to the next booth or wall behind. If you do not have this in place you will be asked to get one by opening day. Failure to comply could lose your spot for that event. Walls, displays, tables, chairs, canopies and surrounds are NOT provided. You must provide these for yourself.

Please Initial:

_____ I have READ and I UNDERSTAND I MUST have a backdrop and a professional look for my booth.

On the yuccablossomllc.com website, there is a page with rules that each vendor is required to go read before each event then sign below. This is to ensure that everyone is aware of the guidelines and rules that have been set in place to provide you with the best show possible.

Please Initial:

_____ I have read the rules on the website and understand and will abide by them.

Each vendor needs to provide a quality boutique item in addition to their application fee to contribute to a silent auction. The money collected from the silent auction during the event will be donated to a family in need. Your item MUST be turned in before you will be allowed to set-up your booth.

Please initial:

_____ I have read and understand I am responsible for providing a quality boutique item to contribute toward the silent auction to benefit a family in need. I understand that I must turn it in before I will be allowed to set up my booth.

SETUP / TEAR DOWN TIMES & PROCEDURES:

Booth Vendor Setup is

FRIDAY- December 6th 8AM -7PM

You will check in with a Yucca Blossom representative and they will direct you to your set up location.

(Please have your item to contribute to the silent auction with you to turn in at the time of check-in.)

TEAR DOWN AND CLEAN UP MUST BE COMPLETED BY SUNDAY December ? AT 6PM OR YOU WILL BE CHARGED \$175 PER HOUR. IF YOUR SPACE IS NOT ADEQUATELY CLEANED YOU WILL BE CHARGED \$125 FEE.

There is absolutely NO Saturday setup for this event.

Doors will open at 8:00am for vendors on Saturday.

Please be ready and in place by 10:00 a.m.

Please initial:

_____ I have read and understand that SET UP is on Friday and shall be in place and ready by 9:00 a.m. on Saturday. I have read and understand that I must completely tear down by 6pm Sunday to avoid charges.



Sunday morning at 9am we will have a meeting/service that we request your presence for to discuss upcoming events and changes. We will provide coffee and donuts.

IMPORTANT VENDOR GUIDELINES:

The vendor is solely responsible for the security of his or her own merchandise during the show and after hours. All doors will be locked at night and will not be opened until we return the next morning.

The applicant agrees to hold Yucca Blossom, Tammy Neel, City of Artesia, or Artesia Center harmless on any dispute, controversy, or lawsuit concerning any items sold, displayed, traded or in any manner exchanged during or as a result of the show.

Subletting of space is prohibited.

The vendor agrees to hold Yucca Blossom, Tammy Neel, City of Artesia, or Artesia Center harmless against any accidents causing harm to either person or property while at an event.

WIFI is not provided. Please be prepared and bring an alternative internet source such as a hotspot.

Each vendor is also responsible for cleaning their own area, leaving the space as clean as it was when they arrived! This ensures all vendors are held to the same accountability and everyone can get home to their families at a decent time! Please note for this event tear down has to be complete by 6pm Sunday to avoid incurring charge as mentioned above.

If you are a food vendor you **MUST** have the required health permits, documentation, and equipment to operate legally in the location of this event. It is your responsibility to make sure you meet the requirements and display your documents appropriately.

Please be sure to list Artesia Center as additional coverage for this event.

Please initial:

_____ I have read, understand, and will abide by the IMPORTANT VENDOR GUIDELINES listed above.

SOCIAL MEDIA/MARKETING:

Be sure to follow us on Facebook. We will provide vendor spotlights and keep everyone up to date on all pertinent information. There is also a "Yucca Blossom Vendors Only" page where the group can discuss ideas and ask/answer questions.

To create a BUZZ about the show leading up to the event, we ask that you share your behind the scenes prep for your vendor booth space. Please post these photos to your social media account and tag @yuccablossom , and use this hashtag- #yuccablossomtradedays This will help bring in a successful shopping audience for the event.

We will have postcards and posters available upon request.

Let us know what you need, and we will be sure to send them out to you! If one or more of the following is selected, you will receive a marketing packet in the mail to the address you provided or dropped off to you!

- I would like postcards to hand out
- I would like posters to hang up
- No, I do not want to participate in marketing the show



Yucca Blossom holds multiple events throughout the year. If interested, the applications and information for the other events can be found on the website. YUCCABLOSSOMLLC.COM

Although we try to limit the similar style booths there are no guarantees that there will not be a booth selling the same or similar product as yours. Please note it is possible there may be multiple jewelry, candle, metal, boutique, and food vendors, etc.

Please visit yuccablossomllc.com for other event applications and submit to yuccablossomartesia@gmail.com

FORCE MAJEURE

Yucca Blossom will not be liable for any failure or delay in performing an obligation under this Agreement that is due to any of the following causes, to the extent beyond its reasonable control: acts of God, accident, riots, war, terrorist act, epidemic, pandemic, quarantine, civil commotion, breakdown of communication facilities, breakdown of web host, breakdown of internet service provider, natural catastrophes, governmental acts or omissions, changes in laws or regulations, national strikes, fire, explosion, generalized lack of availability of raw materials or energy.

Please note payments are NON-refundable and NON-transferable.

Please initial:

_____ I have read and I UNDERSTAND there are NO refunds .

Signature: _____ Date: _____