



PUEBLO OF POJOAQUE  
78 Cities Of Gold Rd. • Santa Fe, NM 87506  
Phone 505. 455. 5041 • Fax 505. 455. 3684

**POEH WINTER MARKET 2019**

**Saturday, December 7<sup>th</sup> & Sunday, December 8<sup>th</sup> | 9:00 am – 4:00 pm**

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

Tribal Affiliation: \_\_\_\_\_ (Please attach CIB)

Company Name: \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

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

Art (media) to be shown: \_\_\_\_\_

**Booth Fees for Two Day Market (check all that apply)**

|  |                                  |
|--|----------------------------------|
| _____ Single Booth (Early Bird) <b>\$65</b>  | _____ Single Booth <b>\$80</b>   |
| _____ Shared* Booth (Early Bird) <b>\$85</b> | _____ Shared* Booth <b>\$100</b> |

\*Please fill out an application for each artist if you select **Shared Booth**. If you only wish to sell for one day, you must find another Vendor to sell the other day. Your booth would then be considered a **Shared Booth**.

(All vendors must complete Pueblo of Pojoaque Realty vendor form to complete market application.)

I hereby make application to become a vendor in the Poeh Winter Market with the Poeh Cultural Center and the Pueblo of Pojoaque. The Poeh Cultural Center and the Pueblo of Pojoaque may use photos or video for promotional use only. By signing this agreement, I acknowledge the legal right as the artist and/or legal purveyor to transmit or sell items in the market.

Vendor(s) Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**FOR OFFICIAL USE ONLY:** BOOTH SPACE: \_\_\_\_\_ RAFFLE ITEM: \_\_\_\_\_

## Vendor Information & Guidelines

### Dates & Times

- Open to the Public: December 7<sup>th</sup> & 8<sup>th</sup>, 2019, 9:00 am to 4:00 pm
- Vendor Set-Up Time: **Saturday** 7:30 am to 8:45am & **Sunday** 8:00 am to 8:45 am
- Vendor Breakdown Time: 4:00pm to 5:00pm  
(Poeh Cultural Center will not be responsible for any vendor property. See Pojoaque Realty Permit.)

### Payment Info

- Payment method: Cash, Credit Cards, Money Orders, or Checks.
- Application & full payment must be turned in together to Poeh Gift Shop.
- Booth & fees are non-refundable after November 29th, 2019 4:00 pm
- No Partial Payments.
- Completed Applications can either be submitted at the Poeh Cultural Center or emailed to [brandon.viarrial@pojoaque.org](mailto:brandon.viarrial@pojoaque.org)

### Booth Info

- Early Bird offer ends 11/08/19 @ 5:00 pm
- Each Artist Vendor is required to submit at least one (1) item donation made by the artist for the raffle. Application will not be considered complete until raffle donation is accepted.
- Booth location will assigned by lottery, by Poeh Cultural Center. (No Booth Requests)
- Maximum of 2 artist's artwork per booth.
- Minors, 16 and under are free, with a paying adult vendor.
- Market will provide indoor space, one (1) 6-foot table per booth, and one (1) chair per artist.
- No specified vendor parking. Please abide by all parking signs or vehicle may be towed.
- All artwork must be created by the artist and artist must be present to sell their own work.
- No food can be sold at artist booth.
- Keep your personal items within booth space. No pets allowed in booth, service animals only.
- Artists shall conduct their sales and presentation with a cultural and material integrity.

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Disrespectful conduct from artists will not be tolerated and will be removed and banned from the market. Poeh Cultural Center staff reserve the right to alter event details due to unforeseen circumstances. Vendors will be notified of their acceptance on a first come first served basis.

For questions please contact: 505-455-5041 or email: [brandon.viarrial@pojoaque.org](mailto:brandon.viarrial@pojoaque.org)

**PUEBLO OF POJOAQUE TRIBAL REALTY**



**96 CITIES OF GOLD RD. SUITE 3, SANTA FE, NM 87506**  
**Phone (505) 455-7303 – Fax (505) 455-0159**

**Pueblo of Pojoaque Vendor Permit Application**

Date: \_\_\_\_\_

Legal Business Name and DBA (if any): \_\_\_\_\_

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

Mailing Address: \_\_\_\_\_

Business Phone: \_\_\_\_\_ Emergency Phone: \_\_\_\_\_

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

Circle if vendor is any of the following:

School

Privately Owned

Non-Profit

(If Non-Profit, Please submit Articles of Incorporation)

Tribal (Please list which Tribe you are enrolled in) \_\_\_\_\_

Type of Business (NAICS Code—See page 3 for lists): \_\_\_\_\_

Hazardous Materials: Yes No

If yes, specify class (See next page for list): \_\_\_\_\_

Will food be prepared/served? Yes No

If yes, a copy of your NM food certificate and/or Indian Health Service certificate is required.

A separate business permit application form should be completed for each business vendor. New vendors must submit payment prior to engaging in business. The permit fee cannot be prorated.

Contact person: \_\_\_\_\_ Title: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

CRS#: \_\_\_\_\_ Requested date(s) for permit use: \_\_\_\_\_

**Termination:**

The Pueblo of Pojoaque may cancel the Permit, with or without cause, immediately, and without prior written notice. Any modification of the Permit must be in writing, signed by the Parties, and attached to the Permit to be valid.

**Choice of Law, Jurisdiction, and Sovereign Immunity:**

The Permit shall be governed by and interpreted in accordance with the laws, regulations, and customs of the Pueblo of Pojoaque. Permittee agrees that any dispute arising under, related to, or in connection with the Permit shall be subject to the exclusive jurisdiction of the Pueblo of Pojoaque Tribal Court and agrees to submit to the exclusive personal and subject matter jurisdiction and venue of the Pueblo of Pojoaque Tribal Court. The permit is a consensual agreement entered into on the Pueblo of Pojoaque. Nothing in the Permit shall be construed as a waiver of sovereign immunity of the Pueblo of Pojoaque or any of its affiliated organizations, programs, departments or corporations, or any of their respective shareholders, officers, directors, employees, agents, independent contractors, representatives or affiliates.

**Indemnification:**

Permittee agrees to indemnify, defend [including reasonable attorney’s fees with legal counsel approved by the Pueblo of Pojoaque], and hold harmless the Pueblo of Pojoaque, and its administrators, shareholders, officers, directors, employees, agents, contractors, and affiliates from and against any and all claims, demands, actions, losses, expenses, and liabilities for, or related to loss of or damage to property or injury to or death of any person relating to, in connection with, arising out of, or resulting in any way from the performance by Permittee or any of its respective shareholders, subcontractors, officers, directors, employees, or agents under the Permit.

Permittee agrees to be liable for and carry the risk for any and all claims, demands, actions, losses, expenses, and liabilities for, or related to loss of or damage to property or injury to or death of any person relating to, in connection with, arising out of, or resulting in any way from the performance of Permittee’s work under the Permit.

The Pueblo of Pojoaque Realty Department accepts cash and money orders for payment.

The Pueblo may reject any application which fails to provide all requested and required information.

By signing this application, I attest and affirm that I will comply with the laws and regulations of the Pueblo of Pojoaque. I agree to all terms and conditions in this permit application and affirm that all information is current and correct to the best of my knowledge.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Legal Business Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_

# North American Industrial Classification Systems (NAICS Codes)

## 22 Utilities

221 Utilities

## 42 Wholesale Trade

423 Merchant Wholesalers, Durable Goods

424 Merchant Wholesalers, Nondurable Goods

## 44-45 Retail Trade

442 Furniture and Home Furnishings Stores

445 Food and Beverage Stores

448 Clothing and Clothing Accessories

452 General Merchandise Stores

453 Miscellaneous Store Retailers Services

## 51 Information

512 Motion Picture & Sound Recording Industries

515 Broadcasting (Except Internet)

517 Telecommunications

519 Other Information Services

## Hazardous Materials Classifications

**Class 1** Explosives

**Class 2** Gasses

**Class 3** Flammable Liquids

**Class 4** Flammable Solids, Spontaneous combustible materials & materials that are dangerous when wet

**Class 5** Oxidizers & Organic Peroxides

**Class 6** Poisonous & Etiologic (infectious) materials

**Class 7** Radioactive materials

**Class 8** Corrosives

**Class 9** Misc. hazardous materials

**Class 10** Pesticides

## Permit Cannot Be Issued Without a CRS Number

**County:**

**City:**

**Permit Fee:**

**Class Code:  
(if any)**

**Permit #:**

**NAICS Code:**

**Date:**

**FOR OFFICIAL USE ONLY**