



4th Annual Poeh Summer Market
Saturday, June 20th & Sunday, June 21st | 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)

Table with booth options: Featured Artist Booth \$175 (Ends 6/5), Single Booth \$125, Single Booth (Early Bird) \$100 (Ends 4/1), Shared* Booth \$160, Shared* Booth (Early Bird) \$135 (Ends 4/1)

*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 Summer 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 Signature: _____ Date: _____

FOR OFFICIAL USE ONLY: BOOTH SPACE: _____ RAFFLE ITEM: _____

Vendor Information & Guidelines

Dates & Times

- Open to the Public: June 20th & 21st, 2020, 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.
- Applications and full payment must be turned in for application to be considered complete.
- Booth & fees are non-refundable after June 12th, 2020 5:00 pm
- No Partial Payments.
- Completed Applications can either be submitted at the Poeh Cultural Center Gift Shop or emailed to brandon.viarrial@pojoaque.org

Booth Info

- Featured artists will have the ability to pick their own booth as well as receive prominent marketing in the 4th Annual Summer Market advertisements.
- Early Bird offer ends 04/01/2020 @ 5:00 pm
- Each Artist Vendor is required to submit at least one (1) item donation for the raffle to benefit Poeh Arts. Applications will not be considered complete until raffle donation is accepted.
- Donation may either made by the artist or a gift of \$25 value.
- Donations due 6/5/20 at 5:00pm
- 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 outdoor 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.
- Food handlers license to be present at booth for any food sales
- No hot 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.
- Booth space will be at least 8x8.

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 Contact:

Jake Viarrial

Tourism Coordinator

jake_viarrial@pojoaque.org

(505) 455 – 5049

To Submit Application Contact:

Brandon Viarrial

Gift Shop & Museum Specialist

brandon.viarrial@pojoaque.org

(505) 455 – 5049