

January 22, 2019

Vendors:

Round Valley RoundUp is a 2-day event; set up for vendors *will start on Thursday, May 30<sup>th</sup> from 2:00 pm till 5:00 pm and then again on Friday, May 31<sup>st</sup> from 6:00 am – 9:00 am (no security is provided)*. Set up location is at the Eagar Rodeo Arena. The address for the Round Valley Rodeo Arena is 7 S. Hwy 180 (at the junction of Hwy 180 and 260) in Eagar, AZ.

Show time is from 9:00 a.m. on Friday, May 31<sup>st</sup> until 6:00 p.m. and the same on Saturday, June 1<sup>st</sup>. No Early breakdown. Rodeo starts at 7:00 a.m. on Saturday. You may stay open later if you would like, as the rodeos run late. Like our “Round Valley Round Up” Facebook page.

Thank you in advance for helping make 2019 Round Valley RoundUp a success!

Sincerely,

Jessica Vaughan  
Deputy Town Clerk



## ROUND VALLEY ROUNDUP 2019 ARTS, CRAFTS & FOOD VENDOR APPLICATION

Friday & Saturday, May 31<sup>st</sup> and June 1<sup>st</sup>, 2019

Location: Round Valley Rodeo Grounds Arena - 7 South Hwy 180

**DEADLINE FOR APPLICATION IS May 29<sup>th</sup>, 2019 4:00 P.M.**

Booth Name \_\_\_\_\_  
Vendors Name \_\_\_\_\_  
Mailing Address \_\_\_\_\_ City \_\_\_\_\_ St \_\_\_\_\_ Zip \_\_\_\_\_  
Phone: Day \_\_\_\_\_ Cell \_\_\_\_\_ Fax \_\_\_\_\_  
Evening \_\_\_\_\_ E-Mail \_\_\_\_\_  
State Tax ID# or Social Security # Sec# \_\_\_\_\_  
Description of information or the products in your booth \_\_\_\_\_  
How many spaces \_\_\_\_\_ Do you need electricity Yes /No \_\_\_\_\_

### **Exhibitor Space**

1. Each Vendor will be assigned one 10x10 space.
2. The cost of each 10' x 10' is **FREE No Vendor Fee's!**
3. Tent legs or booth may not exceed 11' x 11'.
4. Canopies or tarps are suggested and are the responsibility of the Vendor.
5. Security will not be furnished Friday evening.

### **Requirements**

1. *Set up will start at 2:00 p.m. to 5:00 p.m. on Thursday May 30<sup>th</sup> and 6:00 a.m. to 8:00 a.m. on Friday May 31<sup>st</sup> (no security is provided) late arrivals will need to coordinate with Jessica Vaughan*
2. Show time is from 9:00 a.m. on Friday May 31<sup>st</sup> until 6 p.m. and the same on Saturday June 1<sup>st</sup>. No Early breakdown. Early departure will disallow any future event participation. You may stay open later if you would like.
3. Each Vendor is responsible for reporting State Sales Tax.
4. No commission will be charged to the Vendor.
5. All applications must include Tax ID No. /Social Security No. and daytime phone number to be accepted.
6. **Each food Vendor is responsible to get a health certificate from Apache County Health Dept.**
7. Overnight parking for RV's is **NOT** available except in one of the local RV Parks.

Thank you for your interest in our **2019 Round Valley RoundUp**, without you our event cannot be a success. Our vendor spots are on a first come, first served basis. We want to make your experience here as successful as possible. We hope you join us for another fun filled year. **Please send forms to:** Town of Eagar, Attn: Jessica Vaughan, Round Valley RoundUp Vendors, and PO BOX 1300, EAGAR AZ 85925. If you have any further questions please call us at 928-333-4128, ext 232, or e-mail [j.vaughan@eagaraz.gov](mailto:j.vaughan@eagaraz.gov)

**Where Roads Hit the Trails**

P.O. Box 1300 • Eagar, AZ 85925-1300 • (928) 333-4128 • 22 West 2nd Street • [www.eagaraz.gov](http://www.eagaraz.gov)