



13th Santa Fe Japan Festival Matsuri
Saturday April 29, 2017
9:30 am – 5:00 pm
Santa Fe Community Convention Center

Booth Application

Name of Business/ Organization _____

Name of Person in Charge _____

Address _____

Phone/ cell phone _____

Email _____

How you would like to be described?

- Booth Fees: () \$230 for commercial business for each 10' X 10' booth space
 () \$165 for school or non-profit organization for each 10' X 10' booth space
 () \$10 for Special Event License Application to City of Santa Fe

Please mark the appropriate lines above and total your payment below.

Total Included Payment: \$_____

I understand that there will be no refunds for booth fees. I understand a donation to the Santa Fe JIN auction **is no longer required**. I understand that Santa Fe JIN and the Convention Center reserve all rights to require adjustments to booth installations on the day of the event. I understand that JIN will only provide, at most, electricity, tables, and chairs for my booth. JIN will not provide materials for any other forms of display, walling, or drapery. _____ **(initials)**

If you are going to conduct financial transactions on the day of the event, please fill out the Special Event License Application and return it with this form. If you are not going to be conducting financial transactions, you do not need to pay the \$10 fee or supply a Special Events Application form. If you are going to conduct financial transactions, you must fill out the form with a valid CRS obtained from the State of New Mexico. Direct questions regarding the Special Events License Application to the City of Santa Fe as indicated on the form.

Name (print please) _____

Signature _____

Mail **BOTH** (if applicable) completed applications and your check (do not send cash) made out to Santa Fe JIN to: Santa Fe JIN, 4751 B Agua Fria St, Santa Fe, NM 87507.

Email Santa Fe JIN at booths@santafejin.org with any questions.