



Luces de Navidad

Product/Craft Vendor Application

Process of Application:

Craft/Product vendors who wish to participate at the Country Festival event must submit an application and be approved by the City of Tolleson. We limit the number of booth space to ensure a high quality show for vendors and guests. Due to limited space and the process of selection, some otherwise qualified applicants may be declined.

You must obtain a City of Tolleson business license, which is good through December 31st. The cost is \$120.00 for mobile food vendors.

\$60.00 for food booths that set up in an area

You can pay check or cash at city hall, 9555 W. Van Buren, Tolleson, AZ 85381 or by mail. No credit or debit cards accepted. Contact city hall for any questions at 623-936-7111.

Business License Application: <http://az-tolleson4.civicplus.com/DocumentCenter/View/2453>

The state also has fees. Click here to apply for an Arizona Transaction Privilege License <https://azdor.gov/transaction-privilege-tax/tpt-license/applying-tpt-license>

Selection Process:

1. The City of Tolleson will select vendors based on quality and the needs of the city for this event. **All applications need to be mailed, emailed or dropped off by due date October 11th.** We will select the vendors and notify the vendors that have been selected within one week.
2. All decisions are final and cannot be appealed.
3. Only items, which have been approved by the City of Tolleson are allowed at the event. Any items not selected or approved are subject to removal at any time during the event.
4. The City of Tolleson designates all spaces.
5. All setup and equipment is the responsibility of each vendor, electricity will be provided in ramada areas only. Food trucks must provide their own generators.
6. The Tolleson Teen Council will be selling hot chocolate and coffee. **No vendors can sell these items.**

Luces de Navaidad Information:

Location: Paseo de Luces
94th Ave to 91st Ave – Van Buren St.
Tolleson, AZ 85353

Date: Friday, December 13th – 6:00 pm – 12:00 am
Saturday, December 14th – 12:00 pm – 12:00 am

For more information call Ruth Espinoza @ 632-936-2754 or respinoza@tollesonaz.org



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CHECKLIST:

- Read all information carefully
- Fill out one application per vendor. Make copies of this application for your records.
- You will be notified by email or phone within 1 week after receiving application.
- **There is a charge of \$50.00 per booth, if not selected, your check will be shredded.**
- **Please put your credit card information to reserve your application.**
 CC# _____ Exp: _____ CCV: _____
 Name on CC: _____
- **Include your fees.**

Mail or deliver application and fee to:

City of Tolleson
 ATTN: Ruth Espinoza
 9251 W. Washington St.
 Tolleson, AZ 85353

Deadline to submit is October 11, 2019

Make check payable to: City of Tolleson

Organization name: _____

Contact Person: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Day phone: _____

Cell phone: _____

E-Mail: _____

Description of product (attach a full menu) _____

City of Tolleson Tax license # _____

Signature _____ Date _____ Print Name _____

THANK YOU FOR YOUR INTEREST IN THE CITY OF TOLLESON'S LUCES DE NAVIDAD