

## Mesilla Valley Balloon Rally 2012

### VENDOR LETTER

Dear Vendor,

You are invited to participate in the 2012 Mesilla Valley Balloon Rally to be held on Martin Luther King weekend Jan 14-15. The morning launch will be at about 7:15 a.m. on both Saturday and Sunday mornings. Additional planned events on Saturday ONLY will be tether rides starting after all the balloons have left the field, a balloon launch beginning at 3:00 P.M., and an evening balloon glow at dusk. Of course, all of these events are weather permitting.

The Rally will be on an undeveloped field in the north part of Las Cruces near the intersection of Armstrong Road and El Camino Real.. There are no hook-ups for water or electricity, so your unit must be self-contained. The fee for any concession at the Rally is \$50.00 and is due with your application.

All vendors must carry their own insurance. All vendors must include a copy of their certificate of liability insurance WITH THE VENDOR APPLICATION. If you have an amusement concession, we require that you have your insurer include Mesilla Valley Balloon Rally and the City of Las Cruces as additional insured on your policy and enclose a copy of your certificate with your application and vendor fee. Vendors are responsible for having necessary permits to conduct business at the Rally. A Dona Ana County business registration is necessary since the field is in the county.

ALL food service vendors must get a temporary permit from the New Mexico Environment Department, 1170 N. Solano, Suite M, Las Cruces. These permit applications are due in the local Environment Department office NO LATER THAN TEN DAYS BEFORE the event.

If you are interested in having a concession, please return the vendor application with the \$50.00 fee and a copy of your liability insurance to Janette Stone, 5013 Hacienda Ave, Las Cruces, NM 88011. Checks should be made payable to the Mesilla Valley Balloon Rally. Applications are accepted on a first come basis.

Sincerely,

MVBR 2012