



The venues Policies & Procedures are applicable to all Vendor Participants involved in the selling of food, merchandise and arts & crafts. La Frontera Tucson International Mariachi Conference requires full cooperation and support. Anyone found in violation of the stated Policies & Procedures will be removed from the premises and not allowed to return. The spaces available are on a first come first served basis. This agreement is good for the 2023 La Frontera Tucson International Mariachi Conference.

I, \_\_\_\_\_ on the \_\_\_\_\_ day of \_\_\_\_\_, Year 20\_\_\_\_\_  
*(Print or Type Name of Vendor Representative)*

Acknowledge that I have read the Policies & Procedures and will adhere to them. If at any time a violation occurs, I will be held fully responsible.

\_\_\_\_\_ *Print or Type Name* \_\_\_\_\_ *Signature*

**Event: Vendor Application for Noche de Garibaldi • Date: Friday, April 21, 2023, Time: 3 pm – 10 pm**

Print the names of all vendor participants.

- |          |           |
|----------|-----------|
| 1. _____ | 6. _____  |
| 2. _____ | 7. _____  |
| 3. _____ | 8. _____  |
| 4. _____ | 9. _____  |
| 5. _____ | 10. _____ |

Desired booth name: \_\_\_\_\_

Contact person: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

List the items to be sold or displayed (submit an additional sheet if needed):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Return application and all required information to:**

La Frontera Tucson International Mariachi Conference • 504 West 29th Street, Tucson, AZ 85713  
Andrea Lagunas • (520) 838-5596 • [andrea.lagunas@lafrontera.org](mailto:andrea.lagunas@lafrontera.org)



## Noche de Garibaldi Vendor Policies and Procedures

Please read the Vendor Policies & Procedures before submitting your application. No person has the authority to change any rules unless it is in writing and has been approved by La Frontera Management and is attached to the vendor's application on file for the event:

### 1. General

- All vendor applications must be submitted no later than **Friday, March 31, 2023.**

**All documentation must be completed and attached. This includes: vendor application (page 1), indemnification form (page 4), full payment and copy of Health Services' Food Handler Card (Food Vendors only) In addition an application for Temporary Food Establishment Permit (Link to application below) also needs to be turned in to the Health Department and a copy sent in with this application.**

- The Vendor must read and understand all venue policies and procedures.
- The Vendor must submit names of all participants.
- The Vendor participants may not leave the booth unoccupied during the event.
- The Vendor must submit full description of all items to be sold or displayed.
- Vendors cannot sell items sold by the venue's concessions including **beer, soda or water.**
- Vendors cannot sell items that are sold by the Tucson International Mariachi Conference i.e.: Posters, t-shirts, CDs, cassettes, or other novelties, unless prior approval by La Frontera Management.
- The MSA Annex and the Tucson International Mariachi Conference are not responsible for lost or stolen personal items.
- The Vendor participants will refrain from alcohol, illegal drug consumption or other illegal activities during the event. The conduct of the vendor participants should in no way reflect negatively on the integrity of the Tucson International Mariachi Conference.
- La Frontera Management and/or Tucson International Mariachi Conference Board of Directors reserves the right to **immediately** remove any vendor from the event if they have violated any event policies and procedures or for any other reason.
- All sales are final. There will be no refunds on cancelled booth spaces.
- Vendor will be required to sign an Indemnification Agreement. The document relieves La Frontera, Tucson International Mariachi Conference, MSA Annex of all liability caused by a vendor's wrongdoing, either intentional or unintentional. Vendors **will not** be permitted to set-up unless the indemnification waiver is received.

### Food Vendors

- Temporary Event Food Vendor application, click [here](#).
- Guidelines for Temporary Event Food Vendors, click [here](#).
- **Food Vendors must have a 10lb ABC fire extinguisher in the booth at all times.** The Vendor is subject to a pre-event inspection by the Fire Department and or the Health Department. Vendor cannot participate without a booth inspection conducted by the TIMC staff and final approval is granted.
- Food Handlers must follow the food handling guidelines. The Vendor must obtain a Food Handler's card and must maintain the card in their possession at all times during event.
- The conference is an all-weather event.

### 2. Fees

- **\$125.00** fee reserves spot.
- Vendors bring their own 10 x 10 tent, tables and chairs.

### 3. Booth Information

- Location: MSA Annex, 267 S. Avenida Del Convento, Tucson, AZ 85745.



- **Event Check-In:** All vendors must check-in by **12:00 pm** on April 21, 2023. Noche de Garibaldi wristbands for booth participants will be distributed to Vendors at this time.
- **Set-Up:** Vendors may set-up only after they have checked in. Set up must be completed by **3 pm**.
- **Tear Down:** No booth may be removed from the conference site until after the closing hour of **10 pm**. Vendors who sell-out prior to the conference closing will be required to wait until after **10 pm** to tear down.
- **Space:** Vendors are not to exceed their booth space dimensions or conduct business outside their booth space.
- **Decorations:** All booths should be decorated in a mariachi/cultural theme.
- **Arrival:** Vendors that do not arrive by the scheduled time will be considered “No Shows” and in the interest of the event, their booth space will be reassigned. No refunds for “No Shows” or “Cancellations”.
  - Applications will not be accepted the day of the event.
- **Other needs:** Arrangements for additional set-up time must be conveyed prior to the event day to the Noche de Garibaldi Chair.

#### **4. Display**

- All vendors are required to provide a 25’ extension cord to plug into the power source; if available.
- All tables must be covered and kept clean of trash at all times during the event.
- Food Vendors must supply their own 10lb ABC fire extinguisher(s).
- Vendor participants must supply their own booth trash receptacles.
- Vendor Participants must maintain a safe and hazard-free work area.

#### **5. Signage**

- Handwritten signs such as business name, menus, or price list must be legible. If they are not, they will not be allowed by the conference.
- Oversized signs or banners must be pre-approved.
- The Vendor must provide their own material for their signage.

#### **6. Indemnification**

- Vendor will be required to sign the Indemnification Agreement which is attached to the Vendor Application. This agreement ensures the Vendor will be held liable in the event that the Vendor, either intentionally or unintentionally, causes harm to a Conference Patron or the Venue.

#### **7. Vendor’s Responsibilities**

- All Vendors are responsible for costs of all labor, material, equipment, supplies, and any other items necessary for the performance of their participation in the event. The event will not be held liable for any debt, tax, or assessment accrued by any vendor in the operation of their booth and participation.



**2023 Tucson International Mariachi Conference  
Indemnification Form  
April 21, 2023**

**NOTE:** Submitting application does not guarantee entry into the Noche de Garibaldi. Vendors will be notified of status after the application has been reviewed.

**INDEMNIFICATION (attach to Application)**

I, \_\_\_\_\_ as the below-signed Vendor participating in the  
(Name of Vendor)

2023 Tucson International Mariachi Noche de Garibaldi do hereby agree to indemnify, hold harmless, and defend La Frontera, Tucson International Mariachi Conference, and the Tucson Convention Center, its Officers, Divisions, Volunteers, and Employees against any and all claims for damage, cause of action, liability, injury, punitive damages, costs and expense of every type, arising directly or indirectly from any act or omission of Vendor, Vendor's Employees, Associates, Agents, or Representatives.

I further acknowledge that this indemnification is being provided in exchange for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, and that the terms and provisions of this indemnification shall survive the conclusion of the event.

By:

\_\_\_\_\_  
(Signature of Vendor)

\_\_\_\_\_  
(Print Name)

\_\_\_\_\_  
(Date)