



City of Santa Fe

SPECIAL EVENT LICENSE APPLICATION

P.O. Box 909, Santa Fe, New Mexico 87504-0909

Phone: (505) 955-6551 or (505) 955-6575

ALL INFORMATION ON THIS FORM TO BE COMPLETED BY APPLICANT

Applicant's Name: _____ Business Name: _____

Event Location Address: _____
Street City State Zip

Applicant's Mailing Address: _____
Street City State Zip

Artist/Artisan ☐ Food ☐ Merchandise ☐ Special Event Sponsor ☐

Event Name: _____ Dates: _____

CRS GROSS RECEIPTS TAX NUMBER IS REQUIRED TO CONDUCT BUSINESS IN THE CITY OF SANTA FE.

IF YOU DO NOT HAVE A CRS GROSS RECEIPT TAX I.D. NUMBER, PLEASE CONTACT THE STATE OF NEW MEXICO TAXATION AND REVENUE DEPARTMENT AT: (505) 827-0951 OR THE CITY OF SANTA FE AT: (505) 955-6551.

Prior City License ☐ Yes ☐ No, If Yes, enter License Number: _____

*CRS I.D.# _____

VEHICLE VENDOR'S INTENDING TO SELL FOOD & BEVERAGES MUST ATTACH A COPY OF YOUR STATE OF NEW MEXICO ENVIRONMENT DEPARTMENT PERMIT, TO OPERATE.

Email Address: _____

Phone: _____ Date: _____

Signature: _____

* The gross receipts tax is a tax imposed by the State of New Mexico on persons engaged in business in New Mexico for the privilege of doing business.

FOR OFFICE USE ONLY

Receipt #: _____ Amount: _____

License #: _____ Date: _____