

City of Roswell, P.O. Drawer 1838, Roswell, NM 88202
Attn: Business License Clerk

VENDOR MERCHANT APPLICATION

Bring or mail this completed application to the City Licensing Clerk in the Code Enforcement Office,
421 N. Richardson Roswell, NM 88201 Telephone (575) 637-6208, for issuance of the permit.

You may also Email application or questions to **n.bejarano@roswell-nm.gov**

Payment must be mailed in with Check or Money Order

No Payments over the phone or PayPal

DEADLINE TO SUBMIT
APPLICATION IS SEPTEMBER 15
\$35.00 Per Event

PLEASE PRINT

Full Name: _____ Phone No _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Telephone No.: () _____ SSN: _____ - _____ - _____ Sex: F M (circle one)

Driver's Lic. No.: _____ State: _____ Date of Birth: _____

Place of Birth: _____ Height: _____ Weight: _____

EMAIL ADDRESS (**PLEASE PRINT**) _____

Roswell Address (Motel): _____ Phone No.: _____

Vehicle Description: Year: _____ Make & Model: _____

Color: _____ License No.: _____ State of Issue: _____

Name of Business: _____

Address: _____ City: _____ State/Zip: _____

Telephone No. () _____ No. Years Employed: _____

NM STATE TAX ID (CRS TAX ID): _____

(Application will not be processed without tax id)

Type of Goods/Merchandise/Services to be Sold: _____

Type of Event: _____ Selling dates : _____