



**CITY OF HOBBS
 TEMPORARY VENDOR'S LICENSE
 ORDINANCE NO. 931**

Please complete and return application to the City of Hobbs, City Clerk's Office, 200 East Broadway, Hobbs, NM, 88240. The Temporary Vendor's License fee is \$500.00 and **must be paid by cash, cashier's check or credit card.** The license is valid seven consecutive days from date of issuance for the sale of goods or merchandise between the hours of 8:00 am and 8:00 pm which license shall expire at 8:00 pm on the seventh day. A letter of permission from the property owner must be attached. **THIS APPLICATION MUST BE SUBMITTED 5 DAYS PRIOR TO 1ST DAY OF SALE. THERE WILL NOT BE ANY EXCEPTIONS.**

TEMPORARY VENDOR'S APPLICATION AND AFFIDAVIT

STATE OF NEW MEXICO)
) SS.
 COUNTY OF LEA)

COMES NOW THE UNDERSIGNED AND STATES THE FOLLOWING:

PERSONAL INFORMATION

Name _____
 Permanent Residence Address _____
 City, State and Zip Code _____
 Telephone No. _____ Date of Birth _____
 Driver's License No. & State of Issue _____
 Vehicle Description: Year _____ Make _____ Model _____
 Color _____ License Plate Number _____ State of Issue _____
 Local (Hobbs) Address and Telephone Number (Motel Address)

BUSINESS INFORMATION

Business Name _____
 Address _____
 City, State and Zip Code _____
 Telephone No. _____
 Email Address _____

Location of Sale _____

Type of goods, wares, merchandise or services to be sold (specific description):

Please indicate what dates you will be selling merchandise in the City of Hobbs.

START: _____ **ENDING:** _____

New Mexico Gross Receipts Taxpayer Identification No. _____

(PLEASE ATTACH AN OFFICIAL COPY OF THIS DOCUMENT)

NOTE: THIS APPLICATION MUST BE SIGNED BEFORE A NOTARY PUBLIC.

APPLICANT SIGNATURE

Subscribed and sworn to before me this _____ day of _____,
_____.

NOTARY PUBLIC

My Commission Expires:

(Please attach a written document from the property owner granting permission to use property for sale. Moving to a different location requires you to update this application and the license.)

FOR OFFICIAL USE ONLY:

Date Reviewed by Clerk's Office:

By: _____ Date: _____

Entered into MUNIS: Yes: ____ No: ____

By: _____ Date: _____

Temporary Vendor's License Issued: Yes: ____ No: ____

By: _____ Date: _____

Called Customer for Pick-up:

By: _____ Date: _____

Scanned:

By: _____ Date: _____

Comments: _____

PLEASE ATTACH COPY OF BUILDING INSPECTION CHECKLIST

REVISED 5/10/2017