



# DOWNTOWN TOLLESON

# 3RD FRIDAYS

AT THE P.L.A.C.E

*March 20, 2026 – Spring Into Art*

## **NON-FOOD VENDOR APPLICATION - (ARTISAN, PRODUCT, CRAFT, EXHIBITORS)**

**\*Seeking local art/multicultural themed focused vendors\***

Our 3<sup>rd</sup> Fridays represents Tolleson's exciting venture into the vibrant arts culture, uniting the community of artists collaboratively for a captivating evening in Tolleson. The City of Tolleson aims to showcase the diverse talents of local artists and create a dynamic atmosphere where creativity thrives. This monthly family event will provide a platform for artists to exhibit their work, connect with fellow creatives and engage with the broader community.

### **Application Process:**

Exhibitors and vendors interested in participating in our 3rd Fridays event must submit an application for review and approval by the City of Tolleson Events Team. Booth space is limited to maintain a high-quality vendor experience. Please note that submitting an application does not guarantee selection.

If approved, all vendors must comply with the required forms and permits listed below.

### **The following documentation must be submitted once approved:**

- \$25.00 Vendor Fee (10x10 space)
- Copy of your City of Tolleson Business License: If you are selling items, a City of Tolleson Business License is mandatory. To obtain your business license visit:

<https://www.tolleson.az.gov/553/Business-Licenses>

*For more information or questions on business licensing, please contact Development Services at (623) 936-7111. (Fees for Tolleson Business License are to be handled at City Hall)*

### **Selection Process:**

1. The City of Tolleson will select vendors based on quality, variety and the needs of the city for this event. Due to limited space and the process of selection, qualified applicants may not be selected.
2. Once approved, vendor fee can be paid to Tolleson Parks & Recreation at (623) 474-4992 and copies of your documentation must be emailed to [events@tolleson.az.gov](mailto:events@tolleson.az.gov). Failure to submit documentation and payment will forfeit retail space.
3. All decisions are final and cannot be appealed.
4. Any items you did not list with your application and have not been approved are subject to removal at any time during the event. Only items that the City of Tolleson has approved are allowed at the event. Please provide a list of items and picture of your setup.
5. All setup & equipment is the responsibility of each vendor. Electricity is not guaranteed.

### **3<sup>rd</sup> Friday Event Information:**

**Location:** The PLACE – Downtown Tolleson – 9257 W. Van Buren St. Tolleson, AZ 85353

**Date:** Friday, March 20, 2026 | **Event Time:** 6:00pm – 9:30pm

**For additional information or questions call/text Francis at (623) 936-2762 or [events@tolleson.az.gov](mailto:events@tolleson.az.gov)**



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### CHECKLIST:

- ✓ Read all application information carefully
- ✓ Please e-mail, mail or hand deliver application.
- ✓ Application **MUST** be submitted with **list/menu of ALL items to be sold** (picture of setup required for new vendors)
- ✓ **Fee: \$25.00 per 10x10 booth space (due once approved)**
- ✓ Payments are accepted in-person or over the phone with the Tolleson Parks & Recreation Center

### Submit to:

Tolleson Parks & Recreation Center  
Attn: Francis R. Ortiz  
9251 W. Washington St.  
Tolleson, AZ 85353

E-mail Applications to: [events@tolleson.az.gov](mailto:events@tolleson.az.gov)

**Deadline to submit is Friday, February 20, 2026**

Organization Name: \_\_\_\_\_

Contact Person: \_\_\_\_\_

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

Contact #: \_\_\_\_\_ E-Mail: \_\_\_\_\_

Description of Setup and List of Products/Items: \_\_\_\_\_

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*(please attach list if more space is needed)*

Signature

Date

Printed name

**THANK YOU FOR YOUR INTEREST IN OUR 3<sup>RD</sup> FRIDAYS IN DOWNTOWN TOLLESON**