

City of Aztec
201 West Chaco
Aztec NM 87410
www.aztecnm.gov



Office: (505) 334-7670
Fax: (505) 334-7679

License No. _____
License Fee: \$125.00 per day
Security fee: \$40/hour/officer

APPLICATION FOR BUSINESS LICENSE Carnival

PLEASE PRINT

Legal Name of Business: _____
Trade Name (DBA): _____
Physical Address of Carnival: _____
Mailing Address: _____
Business Phone #: _____ Alternate Phone #: _____
Business Email Address: _____
Business Website Address: _____

REQUIRED: State of New Mexico Taxpayer ID _____

Federal Employer Id # (FEIN)

If no FEIN, please provide

Social Security Number

PRIMARY TYPE OF BUSINESS IN NEW MEXICO (Check One)

- | | | |
|---|---|---|
| <input type="checkbox"/> 01 - Agriculture | <input type="checkbox"/> 05 - Trans, Comm. Utility | <input type="checkbox"/> 09 - Service-General |
| <input type="checkbox"/> 02 - Mining | <input type="checkbox"/> 06 - Wholesale | <input type="checkbox"/> 10 - Service-Food |
| <input type="checkbox"/> 03 - Construction | <input type="checkbox"/> 07 - Retail | <input type="checkbox"/> 11 - Government |
| <input type="checkbox"/> 04 - Manufacturing | <input type="checkbox"/> 08 - Finance, Ins, Real Estate | |

Provide the hours per day that the Carnival will be in operation each day (Start to Close)

Number of hours per day that Carnival will be in operation per day between 6:00pm and close? _____

A security fee will be assessed on a per hour, per officer rate (**2 officer minimum**) from 6:00pm to close.

Will your business require any construction modifications to the building/space, or any changes to the ventilation, plumbing, or electrical systems? ____ Yes ____ No.

If yes, contact the City of Aztec Community Development Department located at City Hall, 201 W Chaco in Aztec or call 505-334-7604 for permit requirements.

Please initial to confirm that the location of the business meet all applicable building and fire codes:

Initials _____

Type of Ownership:

Please check one.

- Proprietorship (Sole Owner)
- Partnership (LP, LLP, LLLP, LPA)
- Limited Liability Company (LLC)
- Corporation/S Corporation
- Non-Profit Organization 501(c) 3
Attach IRS Determination Letter

Individual

Name of Owner: _____

Home Address: _____

Driver's License # and State of Issue: _____ Home Phone #: _____

Corporation, Limited Liability Co, or Partnership

Name of Corporation/S-Corporation, Limited Liability Co, or Partnership

Contact Name	Title/Position	Home Phone #
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Home Address

Contact Name	Title/Position	Home Phone #
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Home Address

Street	City	State	Zip Code
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Registered Agent - The individual responsible for accepting service of process for an entity.

Name	Title/Position	Home Phone #
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Home Address

Street	City	State	Zip Code
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Non-Profit 501 (c)3 Organization MUST ATTACH IRS DETERMINATION LETTER.

Name of Organization

Contact Name	Title/Position	Phone #
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Address

Street	City	State	Zip Code
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State your profession or occupation: _____

Does your Profession or Occupation require New Mexico State Certification or License? Yes No

If yes, you must attach a copy of your current certification or license issued by the State of New Mexico.

Including owner/applicant, how many employees are employed in the business? _____

ARTICLE XII. CARNIVAL RIDES

DIVISION 1. IN GENERAL

Sec. 11-12-1. Requirements

1. No person shall operate a carnival ride without a policy of insurance in an amount not less than three million dollars (\$3,000,000) against liability for injury to persons arising out of the operation of the carnival ride.
2. Either a copy of the policy furnished to the insured or a certificate stating that the insurance required by this section is in effect shall be filed with the Business License Officer along with Business License Application.
3. The policy shall contain a schedule listing by name and serial number each carnival ride insured by the policy. In the event of additions or deletions of carnival rides during the policy terms, such changes shall be shown on a change endorsement, a copy of which shall be submitted to the department and the local government entity.
4. In the event of policy cancellation by either the insured owner or operator or the insurance company, the insured shall furnish notice of the cancellation to the City of Aztec, Business License Officer, no later than ten days prior to cancellation.
5. No person, owner or operator of a carnival ride shall operate any carnival ride without obtaining a certificate of inspection for each ride by an inspector of the department or its designee and shall include the certificate of inspection with the Business License application. The owner or operator shall annually have each carnival ride inspected and annually file the certificate of inspection. The certificate of inspection shall state that the carnival ride operator or owner has had the rides independently inspected by a national amusement ride safety official class 1, 2 or 3 inspector within twelve (12) months of the operation of the ride within the state and whether any deficiencies noted by the engineer have been corrected. In addition, the owner or operator of the ride shall inspect the ride each day the ride is operated before any member of the public is permitted to board the ride. The owner or operator shall keep a current log of such inspections which shall be available for review by local enforcement officials during operating hours.
6. The insured shall pay a fifty dollar (\$50.00) per carnival ride per inspection filing fee with the department and must submit proof of payment with the Business License application.

Sec. 11-12-2. License Fee; Security.

If license is granted by the Business License Officer, a license fee as provided in Chapter 16 Fee Schedule Article VIII, Business Registration and License Fees, shall be paid. Security is required between the hours of 6:00 pm and closing. Security will be provided only through Aztec Police Department and the fees shall be paid as provided in Chapter 16, Fee Schedule, Business Registration and License Fees. A minimum of two (2) police officers will be on duty during the required hours of 6:00 pm to closing

Sec. 11-12-3. Penalties.

1. The local law enforcement agency shall have the authority to enforce the provisions of the Carnival Ride Insurance Act. Any person who does not maintain liability insurance on a carnival ride, operates a carnival ride or authorizes the operation of a carnival ride that does not have insurance, does not annually have his carnival rides inspected or does not file the proper certificates as set forth in the Carnival Ride Insurance Act is guilty of a misdemeanor and upon conviction the court shall impose a fine per day for the operation of each ride.
2. Violations of any of the provisions of this article are punishable as provided in Section 1-12.

Sec. 11-12-4. Liability; Limitations.

No provision of the Carnival Ride Insurance Act (NMSA 1978, §57-25-1 to §57-25-6) shall be construed to place any liability on the state, department or on the municipality with respect to any claim by any person, firm or corporation relating to a carnival ride or to any injury or damages arising from a carnival ride.

Sec. 11-12-5. Exemptions.

The provisions of the Carnival Ride Insurance Act (NMSA 1978, §57-25-1 to §57-25-6) shall not apply to nonprofit organizations that own and operate a carnival ride ten days or less each year.

State law reference - Similar definitions, NMSA 1978, §57-25-1 to 57-25-6.

The City of Aztec publishes all new businesses in our local newspaper. If you prefer your business not to be published in our local newspaper please check this box

I understand that a copy of Chapter 11, Business Licensing and Regulations of the Aztec City Code is available upon request or I can visit the City of Aztec's website at www.aztecm.gov to view and print. Please initial _____

Do you need more information?

We would like to provide all Aztec Businesses with valuable information to answer as many questions you may have about doing business in Aztec. Please let us know how we can assist you:

Signature

It shall be unlawful for any applicant to knowingly provide any materially inaccurate, false, or misleading information on any license application. I hereby certify under penalty of perjury that the statements made herein are to the best of my knowledge, true, correct and complete.

Printed Name	Applicant Signature	Date
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THIS SECTION FOR CITY OF AZTEC USE ONLY	
BUSINESS LICENSE DIVISION	
Comments:	
<input type="checkbox"/> Approved <input type="checkbox"/> Denied	
Signature	Date
COMMUNITY DEVELOPMENT DEPARTMENT	
Comments:	
<input type="checkbox"/> Approved <input type="checkbox"/> Denied	
Signature	Date
Aztec Police Department	
Comments:	
<input type="checkbox"/> Approved <input type="checkbox"/> Denied	
Signature	Date

City Of Aztec Community Development Checklist

Is the address of the business located inside or outside the city limits of Aztec? IN OUT

Including owner/applicant, how many employees are employed in the business? _____

Does the business receive public traffic? YES NO

If YES, how many customers per day? _____

What are the hours of operation? _____

Will there be traffic concentrated during a specific time of day? (specify times)

What type of off street parking is available, if any?

Are there any business related vehicles? YES NO

If YES, list each vehicle by make/model and license and where they will be stored overnight.
(Use separate sheet)

Any machinery kept outside (e.g. backhoes, drill rig, etc)? YES NO

If YES, what type and how many? _____

Is there any other outside storage (e.g. pipes, engines, tools, etc)? YES NO

If YES, what type, how long, and what is being done to screen from view?

I, _____ agree to comply with all applicable regulations in the City of Aztec Code, found online at www.aztecnm.gov or in the City Clerk's office located at 201 W. Chaco, Aztec, NM 87410.

Signature of applicant

Date

COMMUNITY DEVELOPMENT USE ONLY

What is the zone district for this business? NIC A-1 MH R-1 R-2 C-1 C-2 O-1 M-1 M-2 PUD

Is business in compliance with the Zone district? YES NO

Stipulations or Restrictions: _____

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San Juan County Communications Authority

207 S. Oliver Drive
Aztec, New Mexico 87410
Phone: (505) 334-6000
Fax: (505) 334-2863

To Whom It May Concern:

As an ongoing process at the 911 Center, we are constantly updating our emergency information for San Juan County businesses. In order to facilitate local Police and Fire departments in providing service 24 hours a day, we need to know whom to contact regarding an emergency (i.e. fire, burglary, open premises, etc.) when the business is closed.

Please complete the following form with emergency contact information for your business and return the

Thank you in advance for your cooperation.

Business Name:

Business Address:

After Hours Number that is Answered:

IN CASE OF EMERGENCY NOTIFY

1st

Home Number

Cell Number

2nd

Home Number

Cell Number

3rd

Home Number

Cell Number

Alarm Company:

Phone Number