

Las Vegas Helldorado Days
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Las Vegas Helldorado Days
Exhibits/Carnival/Rodeo
May 13th thru 16th, 2010
Downtown Las Vegas

APPLICATION FOR COMMERCIAL EXHIBIT/VENDOR SPACE
(PLEASE TYPE OR PRINT LEGIBLY)

Every item on application must be filled out with signature or application will be sent back

Business Name _____ Phone (____) _____

Individual Responsible for Exhibit _____ Title _____

Exhibitor E-mail Address _____

Address _____

City _____ State _____ Zip _____

How Many Individuals Working Booth? _____ (individual responsible for the booth will be given a maximum of **four** exhibitor badges to waive entry fee. There will be a charge for any additional badges needed – No exceptions)

PLEASE INDICATE TYPE AND SIZE OF EXHIBIT SPACE REQUIRED

ALL EXHIBIT SPACE IS OUTDOORS – EXHIBITOR WILL BE PROVIDED WITH A TENT, LIGHT AND POWER FOR ONE OUTLET .

_____	4 DAYS	10' X 10' SPACE (in line – one side open)	\$500.00
_____	4 DAYS	10' X 10' SPACE (corner – two sides open)	\$600.00
_____	4 DAYS	10' X 20' SPACE (in line – one side open)	\$900.00
_____	4 DAYS	10' X 20' SPACE (corner – two sides open)	\$1100.00
_____	4 DAYS	FOOD VENDOR 20' X 20' (foot print)	\$1000.00
_____	4 DAYS	FOOD VENDOR 20' X 30' (foot print)	\$1500.00

SPACE RENTAL MUST BE PAID IN FULL WHEN SUBMITTING THE COMPLETED APPLICATION.

EXHIBIT SPACE PREFERENCE: 1ST CHOICE # _____ 2ND CHOICE # _____ 3RD CHOICE # _____

- if you want 2 separate types of spaces, you must fill out an additional application

Are you a former Helldorado exhibitor? ___ No ___ Yes – year(s) _____

If you have not exhibited at Helldorado in the past two years, please list at least two references from another event

(1) _____

(2) _____

Your signature required:

Signature _____ Date _____

Print Name _____

REQUIREMENTS FOR ALL EXHIBITORS

1. Nevada Sales Tax Permit No. _____ (attach a copy with application)
 We are required to turn in a one-time sales tax form for all exhibitors. If you have a Nevada sales tax number, you are still required to fill out this form, however, a \$100.00 deposit is not required from you and you will not be required to turn in any money to us. You will pay with your regular filing.
If you do not have a Nevada sales tax number, you will be required to pay a \$100.00 tax deposit to Helldorado. When you turn in your form and the money you owe for taxes at the end of the event, \$100.00 will be refunded to you.
2. A City of Las Vegas business license will be purchased by Helldorado. This cost is included in your rental fee.

All above information and monies must be received with completed application in order to reserve a space.

Please list every item, in detail that you would like to sell. An effort will be made to reduce duplication of products within the same area; however, there are no guarantees.

The individual signed below has read, understands and agrees to abide by the rules and regulations attached as well as those in the actual contract agreement, should exhibit space be available. This application in no way implies or guarantees that space will be offered. Helldorado management reserves the right to refuse any application and may refuse to execute a contract without giving reason for same and may relocate an exhibit at any time for the betterment of Helldorado.

Signature _____ Date _____

Print name _____

LAS VEGAS HELLDORADO DAYS

RODEO/CARNIVAL/EXHIBITS

Commercial Exhibits and Concessions Information and Rules

(the terms exhibitor, vendor, concessionaire apply to all booths and spaces and are interchangeable)

LOCATION OF EVENT:

DOWNTOWN LAS VEGAS
9 ACRE LOT BETWEEN STEWART
AND MESQUITE/ EAST OF LAS VEGAS
BLVD. (site map attached)

MAILING ADDRESS:

LAS VEGAS HELLDORADO DAYS
4100 W. CHARLESTON BLVD
LAS VEGAS NV. 89102
702-870-1221

OPERATING HOURS:

MAY 13 TH	THURSDAY	5PM	11PM
MAY 14 TH	FRIDAY	5PM	12 MIDNIGHT
MAY 15 TH	SATURDAY	5PM	12 MIDNIGHT
MAY 16 TH	SUNDAY	5PM	11PM

ALL EXHIBITS/FOOD VENDORS MUST OPEN AT THE TIME DESIGNATED ABOVE AND STAY OPEN UNTIL CLOSING, UNLESS OTHERWISE SPECIFIED BY THE EXHIBIT CHAIRMAN.

ALL BOOTHS, EXHIBITS, DISPLAYS AND CONCESSIONS SHALL BE OPEN, STAFFED AND READY FOR BUSINESS ALL HOURS AS LISTED ABOVE. ALL PATRONS ATTENDING HELLDORADO ARE ENTITLED TO SEE A COMPLETE SHOW, NO MATTER WHAT HOUR THEY ENTER THE GROUNDS. THE FAILURE TO OPEN AND STAFF YOUR OPERATION AT THE ANNOUNCED TIMES SHALL BE CONSIDERED A BREACH OF CONTRACT AND SHALL BE GROUNDS FOR REMOVAL.

FRONT GATE ADMISSION

GENERAL ADMISSION	\$3.00
CHILDREN UNDER 12	FREE
PARKING	FREE

(NOTE: RODEO ADMISSION IS \$15.00 FOR ADULTS AND \$8.00 FOR CHILDREN UNDER 12, WHICH INCLUDES THE GENERAL ADMISSION FEE)

FOR YOUR INFORMATION:

SATURDAY, MAY 15TH SCHEDULED ACTIVITIES:
PARADE DOWNTOWN AT 7PM FOLLOWED BY FIREWORKS
THE PARADE ENDS JUST ONE BLOCK FROM THE ARENA
RODEO 9PM FOLLOWING PARADE

APPLICATION/ CONTRACT SPECIFICS

An application must be submitted with full payment of booth space fee and tax fee. Space will not be reserved without application and payment. Each application must be filled out completely. Please list only one individual on the application who will be responsible for exhibit and signing of contract and forms. Make sure to list **every item** you propose to sell. The Exhibit Chairman will review all applications and contact anyone who has an item they will be unable to sell. No Guns, Knives, or any simulation of, or any object that could be construed as a weapon by law can be sold at this event.

Exhibitors/Concessionaires shall sell **only** those items which are listed on the application and are approved by the Exhibits Chairman. The selling of any item not on the contract shall be considered breach of contract. Any approved changes shall be designated in an amended contract only by the Exhibit Chairman.

Food vendors will be required to have all City required licenses and County health permits. This will be at the expense of the Food vendor. Contact the Southern Nevada Health Dept. @ 702-759-1258

Contracts issued are not transferable. They shall be issued only to the individual responsible for the booth. The subletting of space, misrepresentation of ownership, operation or appearance of any concession shall be considered a breach of contract and grounds for immediate removal.

Every effort will be made to assign spaces as requested; however, Helldorado management does have the final decision if adjustments are to be made in locations.

The Helldorado Board reserves the final and absolute right to interpret its rules and to arbitrarily settle and determine all matters, questions, or differences in regard thereto or otherwise arising out of, connected with or incident to Helldorado Days. It further reserves the right to determine unforeseen matters not covered by these rules by amending or adding onto these rules as in its judgment it may determine necessary.

All exhibitors shall be prohibited from operating or selling within the aisles and shall confine all of their concession activities in the concession or booth space the concessionaire has contracted to lease – **NO WANDERING !!**

All exhibitors shall keep their area absolutely clean and free of all garbage, rubbish, or any other litter. Exhibitors are requested to sweep their spaces after closing time each night. Rubbish barrels shall be placed in suitable locations over the grounds for the collection of rubbish. Food vendors shall use grease holding tanks that are provided.

Any give-away items or sound devices (record player, tape recorder, etc.) require special approval and a separate application must be filled out and approved by the Exhibits Chairman. The use of sound devices shall be revoked if the noise level becomes a nuisance to Helldorado patrons or interferes with other concessions. The Exhibit Chairman shall determine the appropriate noise level.

REFUNDS

Any exhibitor who requests a refund shall submit their request in writing, stating the reasons for the requests. The request must be signed by the individual responsible for the exhibit and must be received by the Helldorado office by April 5, 2010. No refunds after April 5, 2010. Exhibitors removed for breach of contract shall not receive a refund of monies paid.

INSURANCE

A proof of insurance certificate must accompany the application. The certificate must name the Las Vegas Elks Lodge #1468, Helldorado Days and the City of Las Vegas as additional insureds.

BUSINESS LICENSE

Helldorado days will be purchasing the business license for the exhibitors/vendors. The cost of the license is included in your rental fee. Any costs incurred by Helldorado due to late registration/application will be passed on to the exhibitor/vendor.

STATE SALES TAX

If you do not have a Nevada Sales Tax Number, you will be required to submit \$100.00 as a tax deposit which will be applied to your taxes due at end of event. Those exhibitors/vendors that do not check-out with the Exhibit Chairman on the final day will not be allowed to return as a vendor in future events.

CHECK-IN / MOVE IN

It is mandatory for all exhibitors to check-in with the Helldorado office to pick up packet containing, parking instructions, permits, badges, sales tax forms and other pertinent information.

Move-in shall be Thursday, May 13th at 8am. Night security will not be on the grounds until Thursday night. Helldorado will not be responsible for your product or property left on site.

All exhibitors shall be placed in their assigned spaces by a representative. Every effort shall be made to assist and locate all concessionaires as quickly as possible, but we ask that you be patient during this process. No one is to locate themselves.

CHECK-OUT / MOVE-OUT

All exhibitors are required to check-out by bringing in their tax form and monies owed for sales tax. Exhibitors must be move-out immediately after the close of the show on Sunday night, May 16, 2010. Heavy equipment will be coming on to the grounds to remove the arena and bleachers.

ELECTRICAL

A light will be provided. Exhibitors must provide all electrical cords. If you need an additional electrical outlet, you must make arrangements with the exhibits chairman prior to May 1, 2010. Each additional outlet \$50- Table \$10- Chair \$1- Side walls \$10 each.

SECURITY

Every effort and precaution is taken for the safety and protection of Helldorado visitors and exhibitors. The City of Las Vegas, its sponsors, the Las Vegas Elks or Helldorado Days will not be responsible for your belongings.

