



**CINCO DE MAYO FESTIVAL
GRAND SIERRA RESORT
May 5-6, 2018**

NON FOOD CONCESSION APPLICATION

COMPANY: _____

CONTACT: _____

EMAIL ADDRESS _____

PHONE: _____ CELL: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

Former Concessionaire? Yes No If yes, when? _____

Please select booth space requested:

_____ Commercial ___10'x 10' (\$550) ___ 10' X 15' (\$775) ___10' X 20' (\$1000)

_____ Other Size/Type Requested, please specify: _____

All booths include a professionally installed tent

REQUIRED FOR ALL VENDORS:

25.00 Cleaning Charge, refundable upon inspection and receipt of taxation package at close of event.

Insurance: A certificate of insurance for general liability (minimum \$1,000,000) naming Cinco de Mayo and Grand Sierra Resort, 2500 E. 2nd Street, Reno, NV 89502, as additional insured *must be submit with this application.*

City of Reno Business License number _____ Attach copy or payment for:

_____ **Temporary Reno business license, please include \$15.00 with payment**

Sales Tax Identification Number: _____ Attach copy of permit

Federal Identification Number: _____ If you operate under a DBA and do not have a FEIN, please use your Social Security Number.

OPTIONS, IF NEEDED (Please include in total payment with application, see page 2):

Please specify number of tables and additional chairs:

_____ Rental of (1) Table and (2) chairs @ \$20.00/each ___ Additional chairs @ \$5.00/each

_____ **Amps of Electricity @ \$30 per each 20 Amp supply.** Please specify number of Amps, if electricity is needed and complete form on page 2:

Please consider your staffing needs prior to submitting application:

_____ **Additional Admission Wristbands, \$3 each or 2/\$5, (4 included with booth space)**

SET-UP/TEAR DOWN – HOURS OF OPERATION

(Carnival Opens at Friday 3:00 p.m.,)

Festival Opens Sat. & Sun. Noon. until 8:00 p.m. Fri-Sun.

Early set up/ Friday operation: Thursday morning until Friday at 2:00 p.m.

Final set-up Friday 9:00 p.m. to Saturday 10:00 a.m. Must be prepared to open at 11:00 a.m. and be staffed throughout the hours of operation on Saturday and Sunday. All vehicles must be removed from event venue by 11:15 am and during operating hours until all pedestrian traffic is cleared. No parking inside venue gates.

CONCESSIONAIRE will not be allowed to breakdown or leave the booth space unattended until event has ended daily.

ELECTRICAL REQUIREMENTS

There are a limited number of 20 amp standard service electrical outlets available in vendor spaces. Please indicate on your application your electrical needs, and on this form if additional power requirements are needed, taking into consideration the requirement for cash register at each booth. Requests for increases in electrical power must be received immediately. The exhibitor will pay Cinco de Mayo for all costs incurred in increasing electrical power to an assigned space.

Our electrician will need the following information to provide you with sufficient power for your needs. He will determine the cost, and we in turn, will provide you with this information. We ask for approval on this form, from an authorized individual with your company ASAP.

Watts _____ Amps _____ Volts _____

What kind of equipment will be used that requires the above number of watts, amps, and volts?

PROPOSED ITEMS OF SALE: No items may be substituted, deleted or added unless in written agreement with the Cinco de Mayo.

_____	\$ _____	_____	\$ _____
_____	\$ _____	_____	\$ _____
_____	\$ _____	_____	\$ _____
_____	\$ _____	_____	\$ _____
_____	\$ _____	_____	\$ _____
_____	\$ _____	_____	\$ _____

LICENSOR reserves the right to close any concession booth, at any time, if such concession or booth does not operate in a manner satisfactory to the LICENSOR.

LICENSOR has the right to designate the exclusive brands of products sold or consumed by CONCESSIONAIRE at Cinco de Mayo event.

NEVADA STATE TAX REQUIREMENTS

The State of Nevada requires a onetime Sales Tax Return to be completed prior to the event with reportable sales submitted at the conclusion of the event. Those with a Nevada Tax ID number may pay their taxes with their regular monthly or quarterly return. Payment of Nevada sales tax is the exclusive responsibility of the concessionaire. **If you have a Nevada Tax ID please list your number in the space provided on the application form and include a copy of your sales tax permit with this application.** Concessionaires who are sales and use tax exempt must attach a Department of Taxation letter of exemption with their application.

The parties agree that the CONCESSIONAIRE, and any agents and employees of CONCESSIONAIRE, in performance of this contract, shall act and are acting in an independent capacity and not as officers, employee, or agents of Cinco de Mayo. **Repair of damages caused by CONCESSIONAIRE, as well as any clean up of premises to return the premises to broom clean condition will be provided by Cinco de Mayo and billed to CONCESSIONAIRE. A reimbursable deposit of \$25.00 is due with application and will be refunded upon inspection of CONCESSIONAIRE’S occupied space and receipt of Nevada Department of Taxation package (see details below) at conclusion of event. All invoices to CONCESSIONAIRE are to be paid within 30 days of receipt. Delinquent charges are subject to a late fee of 10% of balance per month. *Completion of this application does not guarantee space will be assigned.***

Signature: _____ Date: _____

Print Name: _____

Company Name: _____

METHOD OF PAYMENT: A Company or personal check covering the space fee, cleaning deposit and requested options below must accompany contract. No credit cards will be accepted.

- \$ _____ Booth Space
- \$ 25.00 Cleaning Deposit (Refunded after event inspection and receipt of Nevada Taxation Form)
- \$ _____ Electrical
- \$ _____ Rentals
- \$ _____ Temporary Business License
- \$ _____ Additional Wristbands
- \$ _____ Total Enclosed

Please make checks payable to: Cinco de Mayo

Please sign and return copy of contract with payment to:

Corrin Keck, 2065 Parkway Drive, Reno, NV 89502

For more information, please call (775) 691-2648 or email

Corrin@CKeck4Marketing.com

Phone Number: (Spanish) 775-291-3651 or (English) 775-691-2648

Thank you for being a part of the 2018 Cinco de Mayo Festival!