



City of Henderson – *Blues with a Side of Bacon*  
Craft/Commercial Vendor Application  
Henderson Pavilion  
Saturday, April 22, 2017  
**DEADLINE: Friday, March 31, 2017**

**Only "Complete" Application Packages will be considered for Vendor Acceptance.**

BUSINESS NAME: \_\_\_\_\_ PHONE: \_\_\_\_\_ FAX: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

CONTACT: \_\_\_\_\_ CELL PHONE: \_\_\_\_\_

EMAIL: \_\_\_\_\_ WEBSITE: \_\_\_\_\_

Nevada Sales Tax Permit Number: \_\_\_\_\_

List Merchandise For Sale and Prices \*(Attach additional sheet if needed): \_\_\_\_\_

**Vendor may not weapons of any kind. These items along with items deemed distasteful or non-family oriented will not be permitted. Display may not play music of any kind. Display or sale of non-permitted items will result in forfeit of Vendor Deposit and could result in dismissal from event without refund.**

**If selected as an official Commercial Vendor, notification of approved merchandise items that you may sell at the event will be listed in your confirmation letter. Duplicate items between vendors may be denied.**

**BOOTH OVERVIEW:**

Do you vend from a: Trailer \_\_\_\_\_ Tent \_\_\_\_\_ Booth \_\_\_\_\_

Size (incl. hitch and/or awnings and any storage space required) L \_\_\_\_\_ and W \_\_\_\_\_

Serving side: Left \_\_\_\_\_ Right \_\_\_\_\_ Front \_\_\_\_\_ Back \_\_\_\_\_

**NOTE:** A PHOTO SHOWING YOUR FULL SETUP (TRAILER, TENT, BOOTH, etc...) MUST BE INCLUDED WITH YOUR APPLICATION IN ORDER TO BE CONSIDERED! IF YOU DO NOT HAVE A PHOTO, PLEASE SUBMIT A DRAWING OF SETUP.

**POWER REQUIREMENTS:**

All electrical appliances, including personal generators, cords and plugs, must be electrically sound and fit standard electrical receptacles. Failure to comply will result in power disconnect. Power needs at event in excess of request will have a fee withheld from vendor deposit.

Power Level (standard cord end required): 110-volt (up to 20 amps) \_\_\_\_\_ or 220-volt (up to 50 amps) \_\_\_\_\_

Number of Power Hookups Requested: 1 \_\_\_\_\_ 2 \_\_\_\_\_ 3 \_\_\_\_\_ 4 \_\_\_\_\_

Type of Power Plug: \_\_\_\_\_

List all Appliances and Equipment Requiring Power: \_\_\_\_\_

**Please attach detailed power requirement information on a separate sheet for additional appliances and equipment, including power level required 20 amp /50 amp, number of power hookups required, type of power plug, type of equipment to be used requiring power.**

**VENDOR ACCEPTANCE:** Vendors will be accepted upon final review by Event Committee, after the Vendor Deadline, Friday, March 31, 2017. All applicants (accepted and denied) will be notified within 14 days of receipt of application or NLT April 5, 2017.

**Decisions on vendors acceptance are based on:**

- Complete Application Information, including required photographs and detailed power requirements
- Product, Quality, and Pricing
- Booth Appearance and Quality
- Committee's preference for a broad variety of vendors
- Event location and size (will dictate if multiple vendors selling the same product will be accepted)
- Return vendor status and/or past vendor conduct
- Date in which completed application was received by City of Henderson

**VENDORS SELECTED AND CONFIRMED DO NOT HAVE SPACE RESERVED UNTIL APPLICATION, ALL PERMITS, INSURANCE AND PAYMENTS ARE RECEIVED AND PROCESSED.**

**HOLD HARMLESS AGREEMENT**

By acceptance of this application to participate in the *Blues with a Side of Bacon* on Saturday, April 22, 2017, in the Henderson Pavilion, the applicant, its officers, directors, agents, employees, representatives and/or members agrees to indemnify and hold harmless the City of Henderson, municipal corporation, its agents, employees, elected officials, volunteers and/or representatives, from and against any loss, claim of loss, injury including but not limited to personal injury, damage including but not limited to property damage, liability or other expense including but not limited to reasonable attorney's fees and court costs claimed by or resulting from a third party or the applicant or any officer, director, agent, employee, representative of the applicant that arises out of, or is in any manner related to, any act or failure to act by the applicant, its officers, directors, agents, employees, representatives, and/or members in connection with the applicant's participation in this event.

The undersigned has read this agreement carefully, agrees to comply with the rules and regulations, and represents that he/she has the authority to execute this agreement on behalf of the party for whom he/she is signing.

\_\_\_\_\_  
Print Applicant(s) Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Applicant(s) Signature

\_\_\_\_\_  
Organization/Business Name

**Check all that apply:**

*As the vendor, I understand I am solely responsible for site setup and tear-down, including tents and trailers* \_\_\_\_\_ Initial

**APPLICATION PROCESSING FEE** (non-refundable and due at time of application submission) \$ 10.00

NON PROFIT GROUP:  \$25 / 10x10 (Table Top / Display Only) \$ \_\_\_\_\_

(Must Show Proof of Non Profit Status)  \$50 / 10x10 (Merchandise Sales) \$ \_\_\_\_\_

FOR PROFIT VENDOR:  \$50 / 10x10 (Table Top / Display Only) \$ \_\_\_\_\_

\$100 / 10x10 (Merchandise Sales) \$ \_\_\_\_\_

**ADDITIONAL FEES:**

**Power:** \$25 per 20 amps: \_\_\_\_\_ \$100 per 50 amps: \_\_\_\_\_ \$ \_\_\_\_\_

**Detailed power requirement descriptions required at the time of application.**

All electrical appliances, including personal generators, cords and plugs, must be electrically sound and fit standard electrical receptacles. Failure to comply will result in power disconnect. Power needs at event in excess of request will have a fee withheld from vendor deposit.

**Late Fee:** \$100 \$ \_\_\_\_\_

A late fee will be assessed to vendors that have been accepted to participate upon a space available basis that applied after the March 31st deadline.

**VENDOR DEPOSIT:**

\$ 100.00

Deposits deemed returnable will be processed post event and may take 3-4 weeks.

**UPON ACCEPTANCE ONLY, TOTAL AMOUNT DUE BY VENDOR:**

\$ \_\_\_\_\_

A \$10 non-refundable processing fee is due at the time of application submission. Please do not send full vendor payment at this time. Vendor/booth payment and vendor deposit are required upon vendor acceptance only.

**Send application, menu/merchandise list w/pricing, detailed power requirements, required booth photographs, and \$10 non-refundable application processing fee to:**

City of Henderson PW-Parks & Recreation Department  
Attn: Dianne Mizelle  
c/o: Henderson Pavilion  
200 S Green Valley Parkway  
Henderson, NV 89012  
702-267-2157 [Dianne.Mizelle@cityofhenderson.com](mailto:Dianne.Mizelle@cityofhenderson.com)

Hand delivered applications and/or payments accepted at the front desk of the MultiGenerational Center, 250 S. Green Valley Parkway, Henderson, NV 89012.

Vendor booth cancellation between January 31 and March 31, will result in loss of vendor deposit. After April 1st, vendor booth cancellation or failure to check in, set up, and operate for the specified duration of the event will result in a 100 percent loss of all vendor fees and vendor deposit.

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