

(3)



9th Anniversary!

Day of the Dead Festival
Sunday, November 1 st
11am-4pm - E. Pueblo St.

Booth Space Size = 10 ft x 10 ft MARK your SELECTION	Price By March 22	Price after March 22
<input type="checkbox"/> Business Information	\$325 <input type="checkbox"/>	\$405 <input type="checkbox"/>
<input type="checkbox"/> Business Sales	\$345 <input type="checkbox"/>	\$425 <input type="checkbox"/>
<input type="checkbox"/> Political Party/Candidate	\$345 <input type="checkbox"/>	\$425 <input type="checkbox"/>
<input type="checkbox"/> Food/Beverage	\$552 <input type="checkbox"/>	\$632 <input type="checkbox"/>
<input type="checkbox"/> 501 C3 Org / Gov. office	\$225 <input type="checkbox"/>	\$305 <input type="checkbox"/>

(C) Advertise in the Day of the Dead Booklet		
Festival vendors who purchase a booth are eligible for discounted advertising in the festival booklet		Regular Price
8" x 5" Full Page	\$300 <input type="checkbox"/>	\$400
4" x 5" Half Page	\$200 <input type="checkbox"/>	\$300
2" x 5" 1/4 Page	\$150 <input type="checkbox"/>	\$200
2" x 2.5" 1/8 Page	\$100 <input type="checkbox"/>	\$130
Name Line	\$60 <input type="checkbox"/>	\$90

Send Advertising to marioreno@live.com

FRIDA KAHLO

Bilingual Play

23 Years Doing Bilingual Theater!

May 14 **7 pm**

May 15 **7 pm**

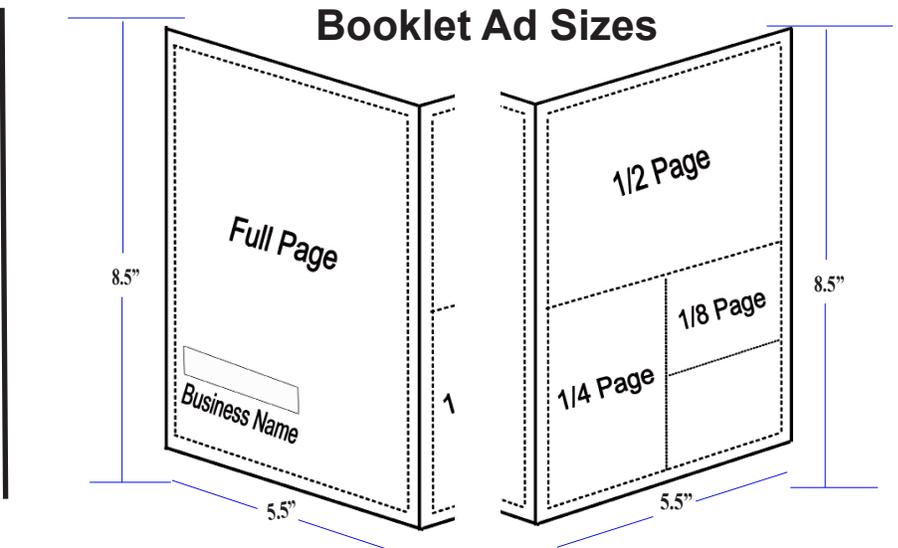
May 16 **7 pm**

(D) Send Ad or advertising on or before May 6th to adelitazapata16@gmail.com	
Full Page -- 8" x 5"	\$390
1/2 Page -- 4" x 5"	\$290
1/4 Page -- 2" x 5"	\$190
1/8 Page -- 2" x 2.5"	\$120
Name Line	\$80

Reno Little Theater - 147 E. Pueblo St.

\$ _____	Place here your VENDOR's SubTotal - Add #1 + #2 + #3
\$ _____	Add \$20 per Each Event, it is MANDATORY if you don't have a City of Reno Business License, this is a City of Reno charge, non profits are excluded
\$ _____	Electricity: \$90 per Each Event, Limited units.
\$ _____	MANDATORY \$10 cleaning fee per Event for all Vendors, not refundable
\$ _____	This is your VENDOR's TOTAL
\$ _____	Add here all Advertising (A)+ (B) + (C) + (D)
\$ _____	Add 3.5% _____ Debit/Credit Card processig fee
\$ _____	This is your TOTAL

TICKETS
BOLETOS
 latinoarte.org
 renolittletheater.org
 Call at 775-378-1779
 or Whatsapp



(5) For All Vendors:

- A **Vendor** is any business or organization, that includes, but is not limited to, the sale of goods, services, food and beverages or the disbursement of flyers, samplers or other advertising or informative materials.
- **All vendors should bring their own tents, tables, chairs and sand bags.** A vendor can't share their booth space with another vendor. Vendors can't give, pass or sell their booth space to any other vendor without notifying the organizer 48 hours before the event.
- If you **do not have** a City of Reno business license, the City of Reno charges us a fee of \$20 per vendor for a one-day permit. If you have it your annual **City of Reno business license number:** _____
- **501(c)(3) nonprofit organizations** and government entities are exempt of the business license fee.
- Please provide your **Tax Exempt Number:** _____
- **All Vendors:** Please specify your booth location preference: _____
- **Food-Truck Vendors,** size of your truck ___ ft long by ___ ft wide ___. Please make sure Exhaust Outlet won't bother other vendors. Number of spaces needed? (10ft x 10ft each) _____ comments: _____
- **If doing sales provide your Nevada Sales Tax Identification Number:** _____

6) Set-Up/Tear Down

- All vendors should bring their own tents, tables, chairs and sand bags for safety.
- Early Booths set up Folk Fest America 250: 8:30 AM to 11:30 AM // Fiesta on Wells 8:00 AM to 10:30 AM // Day of the Dead Festival 8:00 AM to 10:30 AM. (Streets or Park will be closed by City of Reno crew, only Vendors can have access. Vendors must be prepared to open at 10:45 AM.
- All vehicles must be removed from event venue by 10:30 AM. No parking inside of venue or gates.
- Vendors must start tearing down at 6 PM in Folk Fest America 250 // at 5 PM in Fiesta on Wells and at 4 PM in the Day of the Dead Festival. It is not allowed to break down or leave the booth space unattended until the event has ended. If required to leave before the end of the event, please notify the organizers before the event's day, so your booth can be previously best located.
- Organizer 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 Organizer.
- If a Vendor doesn't show up the day of the event without a previous notice, (still will have to pay all fees incurred, if no paid in full) and will be responsible for a no-showed-up fee of \$100.

7) Number of Payments. Número de Pagos

- **Vendors** must return this Application completed and signed on or before **March 22nd, 2026**; to received the discounted price, as shown above.
- **Advertisers** must return this Application completed and signed on or before **March 22nd, 2026** and receive a discount as shown above.
- **Vendors** and/or **Advertisers** can do **ONE or TWO** payments **without interest or extra fee**. But if you don't pay on the programmed dates, you will loose all discounts and special prices for both booth spaces and advertising.
- **ONE payment:** Make sure you send your payment before or on **April 22nd**, to be able to received the discounted price. for both booth space and advertising.
- **TWO payments:**
 ___/___/___ **First payment** should be at least 50% of the total price, and sent before or on **April 30th**.
 ___/___/___ **Second payment** should be sent no more than 30 days after the First payment.

(8) **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.

9) Please initial: (if not initiated but signed, it will be considered as you understood these clauses

- ___ For any late payment, add a 10% fee of your total price. Returned check fee is \$35.
- ___ There is a **25% refund** if event is cancelled due to a major cause (e.g. Covid).
- ___ There is a **50% refund** if Vendor cancels 30 or more days BEFORE event's date.
- ___ There is a **25% refund** if Vendor cancels WITHIN 30 days of event's date, but
- ___ There are **not refunds** if Vendor cancels **one week before event** or **on the day of the event**.
- ___ Food and/or beverage Vendors must ensure to obtain and display food vending permits from the Washoe County Health District, call at 775-328-2620. Food vendors should Submit Health District permits 30 days before event's date.
- ___ Any written communication by Text, Whatsapp or email with the phrase meaning "I APPROVE THIS CONTRACT" and any type of payment or subpayment, is considerate as Electronic Signature.

10) METHODS OF PAYMENT:

This is your Contract: Please complete and sign up this Application. Scan and email to Mario at marioreno@live.com or send clean photographs from your cell to (775) 378-7025.

- 1) **ZELLE**, without fees; send payment to **LatinoArteReno@gmail.com**
- 2) Make check payable to **LATINO ARTE AND CULTURE**, send to **P.O. BOX 60557 Reno NV 89506**.
- 3) Call us with your **Credit/Debit Card** information or fill out your data here; **there is a 3.5% processing fee**. Card Number: _____ Exp. Date ____ / ____
3 Digit Code _____ ZIP _____ Amount: \$ _____ (+3.5%) \$ _____ Total \$ _____