



# Pagan Pride Day

**Pagan Pride Day July 20th 2019**

## **Vendor/Exhibitor Contract**

Company/Organization Name \_\_\_\_\_

Contact Name \_\_\_\_\_ Phone \_\_\_\_\_

Website \_\_\_\_\_ E-mail \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Description of booth and items to be sold (to ensure proper placement):

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Promotional statement:

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Promotional statements will be added to our website, Facebook, announcements, and materials for  
Pagan Pride Day

## Booth Options:

Please mark your selection so you are properly placed

Booth Sizes	With Reno business license	Without Reno business license	Number of spaces
10'X10' booth space Canopy only, no tents	\$100	\$130	
Artist Row Table (not provided, not to exceed 6")	\$50	\$80	
Farmers Market 10'X10" space, canopy ok	\$120	\$150	
Food Truck Any size	\$200	Must be licensed	
Beer Garden Please circle- Beer truck    Tables	\$200	Catering license Yes    No	
Non-Profit 10'X10' booth Canopy only, no tents	W/O sales \$40	W/ sales \$70	Must provide copy of status

Fees are due at time of contract submission. Any changes to reservation including cancellations must be submitted to [sabbatcelebrations@gmail.com](mailto:sabbatcelebrations@gmail.com). There will be a 50% charge for cancellation of reservation.

**No refunds will be given after June 15th 2019.**

July 1st 2019 is the last day to register for space for Pagan Pride Day unless previous arrangements have been made with Sabbat Celebrations.

### Participant responsibilities:

Provide your own 10'X10' canopy - stakes cannot be used. Bring sand bags or water jugs to hold your shade steady. Fines incurred due to exhibitor negligence will be billed to responsible exhibitor.

Display setup and teardown- Set up is between 9am and 10am, event hours are 10am to 6pm, teardown and cleanup are from 6pm to 7pm. All vendors are asked to make sure you leave the space in the same condition or better than when you set up. All booths must be staffed the entire event. Do not leave booth unattended.

You will receive information about unloading, loading, parking, and general rules and regulations when your contract is received. Please ensure you read this information carefully as loading and unloading areas are dependent upon your placement at the event. If you

have questions or need clarification feel free to contact Sabbat Celebrations through email and we will answer your questions.

Provide your own tables and chairs for your booth or space. Artist Row participants must provide your own tables, chairs, and shade for your table only or be willing to share your shade structure with a neighbor (canopy only no tents).

Provide general liability insurance for your booth space. If you have a storefront your insurance company should allow you to add Pagan Pride Day and Sabbat Celebrations as additionally insured for the day. If you do not please email us and we can provide you information for vendor insurance for the event.

**Please remember:**

This is a family friendly event open to the public, conduct yourself accordingly and assure your products or art is appropriate for the venue.

There is no electricity provided at this venue. Should you require electricity at your booth, please bring a generator or alternate power source.

No walled tents are allowed at the venue. Please only use 10'X10' canopy structure. Please no hanging tapestries or fabric from the canopy that reaches past the halfway point to the ground as this constitutes walls, you will be asked to remove them.

**Event Packet-**

Tax information, temporary business license, placement, and other pertinent forms will be distributed upon your arrival at Pagan Pride Day. All forms and tax payments are required to be returned to the organizer by the end of tear down at 7pm July 20, 2019.

All taxable sales conducted through the temporary business license must be calculated, all fees attached to the form, and returned to the organizer before you leave the event area for the day.

Vendors that carry a current business license must fill out the form and return it to the organizer before you leave the event area for the day. Fees will be added to your usual business returns.

Please return all forms to the organizer by 7pm on July 20, 2019. If you do not have any forms or fees to turn in, please stop by the organizer to be checked out in case we have information that may need to be shared.

The event staff, volunteers, sponsoring groups, City of Reno, and/or McKinley Arts and Cultural Center are not responsible for lost or stolen items or any damages incurred on the grounds of the event. By signing this contract you agree to indemnify and hold harmless the aforementioned entities from any and all damages that may occur.

Please fill out all information, enclose fees, and return to:

**Sabbat Celebrations 32 Tuck Circle Reno NV 89506**

Make checks payable to **Sabbat Celebrations**

Please contact Danae Miller with any questions or concerns: (775) 378-7347

[sabbatcelebrations@gmail.com](mailto:sabbatcelebrations@gmail.com)

Signature \_\_\_\_\_

Date \_\_\_\_\_

Print Name \_\_\_\_\_



Sabbat Celebrations