

Thank you for your interest in the Las Vegas Drum Show. Please take a moment to read the following information regarding the venue, the City of Las Vegas and the State of Nevada, prior to submitting the exhibitor application form.

Venue Logistics

- **The ballroom venue is located on the 2nd floor of the Student Union**
 - Once you enter the student union building, you have the option of using stairs and/or two public elevators. Each public elevator is 7' wide by 4' deep.
 - The freight elevator is also available, but logistically not very convenient. Load-in occurs at the load-in dock on the south side of the building. A university employee must escort each exhibitor from the freight elevator through a series of hallways before reaching the ballroom space.
- Please plan to have sufficient exhibitor staff to assist you.
- Please give special consideration as to the type, size and amount of equipment you plan to bring.
- Bring a cart to haul your equipment. The Student Union does not have carts available for exhibitors to use.

Collection of Nevada Sales Tax

The State of Nevada requires all exhibitors (businesses, private sellers, out of state and out of country) to collect applicable Nevada sales tax (8.375%) for any items sold at the show. Each exhibitor will be required to fill out a sales tax form generated by the State of Nevada specifically for the Las Vegas Drum Show. This form will be collected by show staff at the end of the show along with your total sales tax payment. The Las Vegas Drum Show will subsequently forward everyone's collected sales tax to the State of Nevada. If you provide a service, only intend to display, or did not realize any sales day of show, the form must still be filled out with a zero sales figure and returned to me.

Hotel

Hotel rates during the entire month of March will be elevated due to hotel room demand from the NCAA March Madness tournament. It is highly recommended that you make your hotel reservation as soon as possible. Most hotels have a 24-72 hour cancellation policy prior to check-in. Unfortunately, the Las Vegas Drum Show will not be affiliated with any hotels for special room pricing. Please refer to the "Hotels" section of www.lasvegasdrumshow.com for hotel room websites.