



*Star Spangled Sparks*

**CONCESSIONAIRE APPLICATION**

# **FEE SCHEDULE FOR EVENT**

**(Preference given to Chamber  
Members.)**

## **General Entry for Food/Beverage Booth**

- Note: A one-time \$50 refundable cleaning deposit is required. **\$250.00**  
Please submit a separate check. Electrical Fee: 20 amps or less -  
\$20.00;  
More than 20 amps, not to exceed 50 amps - \$40.00 20' x 20' area

## **Retail Sales (10' x 20' Area)**

- Note: For the sale of pre-approved commercially made items and **\$175.00**  
Arts & Crafts - No electrical service is available. Non-food items.

## **Retail Sales (10' x 10' Area)**

- Note: For the sale of pre-approved commercially made items and Arts **\$85.00**  
& Crafts - No electrical service is available. Non-food items.

**A PATRIOTIC OR NAUTICAL THEME AND ITEMS ARE RECOMMENDED.**

The above only includes "space", you must provide your own tables, chairs, table covers, and etc. Please be advised that because of the wind variables at the Marina, all pop-ups need to be adequately secured. As this is a celebration for July 4<sup>th</sup>, please decorate accordingly. Space is limited so sign up early.

- Food and Specialty Vendors must provide a certificate of insurance in the amount of \$1,000,000.00 naming the City of Sparks and the Sparks Chamber of Commerce as additional insured.
- Food Booths need to contact the Washoe County Health Department for a permit.

SPARKS CHAMBER OF  
COMMERCE  
**CONCESSIONAIRE**  
TEMPORARY PERMIT

**JULY 4, 2008**



**AT THE SPARKS MARINA**

\$\_\_\_\_\_Fee \_\_\_\_\_ Size of Booth \_\_\_\_\_ Specify Electrical Need (food booths)  
Checks Made Payable to: Sparks Chamber of Commerce

**The undersigned merchant here after known as Applicant (“Applicant”) hereby requests permission to occupy Sparks Marina property during the event known as Star Spangled Sparks at the Sparks Marina to commence on the date of Friday, July 4, 2008 from the hours of 6:00 a.m. to 3:00 p.m.**

**The applicant fully understands that this permit is only valid during the dates and hours of the event noted on this permit, and that the City of Sparks and the Sparks Chamber of Commerce are providing the applicant with booth space only. The applicant is responsible for tables, chairs, backdrops, pop-ups adequately secured and if needed WASHOE COUNTY HEALTH PERMIT (for food service should the event allow). The applicant also understands that they are to only promote and or sell merchandise limited (and only pertaining) to their regular day to day business. Applicant may not sublease or volunteer their booth (or any portion of their booth) to another vendor(s).**

PLEASE PROVIDE THE FOLLOWING INFORMATION:

BUSINESS NAME \_\_\_\_\_ CONTACT PERSON \_\_\_\_\_

ADDRESS \_\_\_\_\_

PHONE NUMBER \_\_\_\_\_ FAX NUMBER \_\_\_\_\_

CELL NUMBER OR EMERGENCY CONTACT NUMBER \_\_\_\_\_

E-MAIL ADDRESS \_\_\_\_\_

STATE OF NEVADA RESALE TAX PERMIT NO: \_\_\_\_\_

**DESCRIPTION OF ITEM(S) TO BE SOLD OR PROMOTED**

**Please attach a separate piece of paper to explain detail and pricing**



APPLICATION, FEES AND ATTACHED HOLD HARMLESS AGREEMENT  
MUST BE RECEIVED BY THE SPARKS CHAMBER OFFICE, LOCATED AT  
634 PYRAMID WAY, SPARKS, 89431 NO LATER THAN

5:00 P.M. FRIDAY, JUNE 6, 2008 INFORMATION – CALL 358-1976

## GENERAL RULES AND REGULATIONS FOR BOOTHS

1. Set up time for booths: **Starting Thursday, July 3, 2008, 10:00 a.m.** All booths are required to be set up on July 3rd, prior to 4:00 p.m. All pop-ups must be adequately secured. If possible, pop-ups should not be fully raised until the following morning. The Chamber is not responsible for any damage due to weather. However, we do provide security overnight. **No booths will be allowed to set up on July 4<sup>th</sup>.** If you have paid your fees and are not set-up on July 3<sup>rd</sup>, you forfeit your space and no refund will be given. All booths must be fully operational one hour before the event opens (6:00 a.m., Friday), July 4, 2008. No merchants or vendors are allowed to tear down until the close of the event (3:00 p.m.).
2. **MERCHANTS SELLING FOOD WILL FOLLOW ADDITIONAL FOOD SERVING RULES AND REGULATIONS OUTLINED BY THE WASHOE COUNTY BOARD OF HEALTH.**
3. Merchants requiring electricity (provided for food booths only) must provide their own outdoor rated extension cords. All electrical cords must be 100% taped to concrete walkways or covered if on sand, grass or dirt with wood cable covers. Merchants are also required to remove all cords and tape from the concrete plaza after the event is over.
4. All participating merchants are required to remove trash and other articles from their booth area during the event and at the end of the day. A dumpster will be provided. **DO NOT PLACE YOUR TRASH IN THE YELLOW OR PARK TRASH CANS.**
5. **SIGNAGE FOR YOUR BOOTH:** Use professionally lettered signs, banners, hand stenciled signs, and letter boards. Do not use multiple signs advertising the same product.
6. The Sparks Chamber, City of Sparks Parks and Recreation Department have the right to refuse applications.
7. The Sparks Chamber of Commerce, City of Sparks Parks and Recreation Department have the right to request that the applicant adhere to sponsorship guidelines. Please contact the Sparks Chamber of Commerce office for more details.
8. Failure to follow the above guidelines may cause the merchant booth to be removed from the event and or disqualifying the merchant from future Chamber, Parks and Sparks Recreation events.
9. State taxes are the responsibility of Applicant. **A tax packet will be issued on the day of the event, and Applicant is required to submit the completed package at the close of the show.**
10. Food Vendors must have a fire extinguisher in good working order (2A10BC multi-purpose dry powder model with current State certification tag) in the booth at all times.

11. Vendors may not serve any consumable products in glass containers. No Alcoholic Beverages allowed.
12. No food or beverages may be given away or sold except by pre-approved food vendors.
13. We will not guarantee exclusivity to vendors.
14. **ALL BOOTHS ARE RESTRICTED TO THE AREA DESIGNATED. NO VENDORS ARE ALLOWED TO SELL OR SOLICITE OUTSIDE OF THEIR BOOTH AREA.**

**I have read and understand the rules and regulations listed herein and agree to comply.**

Business Name	Date
Applicant Signature	Approved By
	Date

**INDEMNIFICATION/HOLD HARMLESS AGREEMENT:** In consideration of the Sparks Chamber of Commerce’s acceptance of the “Applicant’s” application to participate in the Star Spangled Sparks at the Marina Park (“Event”), the Applicant (its officers, directors, agents, employees, representatives, and/or members) agrees to indemnify, hold harmless, protect and defend the Sparks Chamber of Commerce, City of Sparks, John Ascuaga’s Nugget, any other Star Spangled Sparks event producer, and all of their members, agents, servants and employees, of and from any and all 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 attorneys’ fees and court costs), claimed by or resulting from a claim by a third party or the Applicant (or any officer, director, agent, employee, representative and/or member of the Applicant), that arises out of, or is 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.

Applicant (s) Signature	Date
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Business Name

**Please return the “Concessionaire Temporary Permit”, “General Rules and Regulations for Booths”, entry fee, and this page “Indemnification/Hold Harmless Agreement” to the following:**

Sparks Chamber of Commerce 634 Pyramid Way P. O. Box 1776 Sparks, NV 89432	Questions: 775-358-1976/Phone 775-358-1992/Fax <a href="mailto:info@sparkschamber.org">info@sparkschamber.org</a> Sign up early space is limited.
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