



**(NON-FOOD BOOTH VENDORS)**

**Viva La Vida**

**Melvin Ennis Recreation Center**

**Friday, September 27, 2024**

**5:00 p.m. – 9:00 p.m.**

**BOOTH VENDOR APPLICATION & AGREEMENT**

Company Name: \_\_\_\_\_ Contact: \_\_\_\_\_

Address: \_\_\_\_\_

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

Telephone: \_\_\_\_\_ Cell: \_\_\_\_\_ Fax: \_\_\_\_\_

Email Address: \_\_\_\_\_

TAX ID# AND Business License # \_\_\_\_\_

Non Profit ID # \_\_\_\_\_

**SOCIAL MEDIA SOURCES (Facebook, Instagram & Twitter)**

**ADDRESS**

SOCIAL MEDIA SOURCES (Facebook, Instagram & Twitter)	ADDRESS

**EXHIBITOR REQUIREMENTS:** All applications will be screened for compatibility with this event and the event needs. Application must be filled out completely for consideration. "ALL" vendors with Clark County Parks and Recreation will need to include a photograph of the set-up and products.

**PRICING:** Prices are available according to the rates on page 2. **Applications are due by September 16, 2024, at 5:00 p.m.** A postmark date of September 16th will **NOT** suffice for applications received on time.

**ACCEPTANCE:** If accepted, ALL paperwork and full payment must be returned to Melvin Ennis Recreation Center **no later than Friday, September 20, 2024, at 5:00p.m.**

**SET-UP:** Booth footprint **MUST** be within the confines of the area that was designated by Melvin Ennis Recreation Center. Please stay within the marked location provided. If none is given, please confirm with Vendor Coordinator before officially setting up. Note: **NO ELECTRICITY/GENERATORS WILL BE PROVIDED.**

**NO STAKING ON PARKGROUNDS!**



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**BOOTH VENDOR FEE**

**If application is approved, payment is due by Wednesday, September 20th.**

- **Vendor Fee - \$40.00 per space**
- After September 20, 2024, the fee will be \$60.00.
- If there is no payment by September 20, 2024, vendor spot will be forfeited.

Number of spaces requested \_\_\_\_\_ x \$40 per space = \_\_\_\_\_

*\*\*Tables & Chairs not included. Must provide your own\*\** Total Due: \_\_\_\_\_

**Please list below what you will be selling at your booth.**

**ALL new vendors with Clark County Parks and Recreation will need to include a photograph of your set-up and products.**

**VENDORS PLEASE LIST ALL ITEMS TO BE SOLD WITH PRICING.**

*(All exhibitors must fill out this section)*

\*Clark County will not allow the sale of merchandise at the event that it offends community standards or depicts illegal drug use or paraphernalia.

ITEMS	PRICE
1.	\$
2.	\$
3.	\$
4.	\$
5.	\$
6.	\$
7.	\$
8.	\$
9.	\$
10.	\$



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**PAYMENT**

*Upon Acceptance of the application or by September 20, 2024*

- PAYMENT TYPE - **CASH, CREDIT CARD, OR CASHIER CHECK/MONEY ORDER ONLY**
- RETURNED CHECKS – Subject to a \$25.00 insufficient funds fee as well as a \$50.00 re-processing fee for the new payment **NO EXCEPTIONS**

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**Please make cashier's check or money order payable to:**  
**CLARK COUNTY PARKS & RECREATION**

Return your completed application and copies of insurance, permits, and additional requirements.

**Mail to:**

Clark County Parks and Recreation

Melvin Ennis Recreation Center

Attn: Sandra Mireles

3720 E. Carey Ave., Las Vegas, Nevada 89115

Phone: (702) 455-1291

**All completed vending applications must be returned to Pearson Community Center no later than 5:00 PM on September 16, 2024. Upon acceptance the deadline for submitting the payment is September 20<sup>th</sup>.**

**\*\* Do not send payment with the application. \*\***

**You will be notified as to if your application is accepted or not and then the payment is due.**

**Application deadline: September 16, 2024**

**Any questions or concerns focused on this event or application can be communicated via,**

**Email: [sandra.mireles@clarkcountynv.gov](mailto:sandra.mireles@clarkcountynv.gov)**

**Or**

**Phone: (702) 455-1293**



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### Viva La Vida

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Friday, September 27, 2024

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## BOOTH VENDOR APPLICATION & AGREEMENT

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### TERMS AND CONDITIONS FOR ALL VENDORS

1. Vendor shall submit the required paperwork/fees by September 16, 2024, or their vending space may be forfeited (forfeit after September 20, 2024).
2. Vendor is required to be open on September 27, 2024, by 4:30 p.m. and stay for the duration of the entire event.
3. Closing before or staying open after the end of the event is grounds for exclusion from participating at future events.
4. Vendor must post prices in a legible manner and in a visible space on their booth. Vendors will only be allowed to sell items that have been approved in writing by Melvin Ennis Recreation Center.
5. Clark County will not allow the sale of merchandise at the event that offends community standards or depicts illegal drug use or paraphernalia.
6. **SUBLEASING:** Vendor may not sublease their space, unless pre-arranged with Clark County Special Events. Sublease in this use includes renting, sharing, donating or in any way allowing another company or person to display or advertise in an exhibitor's space.
7. **INDEMNIFICATION:** Contractor agrees, by signing below, regardless of coverage under any insurance policy, to pay all costs necessary to indemnify, defend and hold Clark County and/or the Las Vegas Metropolitan Police Department (as applicable) harmless from all claims, demands, losses, actions, attorney's fees, cost and expenses based on or arising out of any acts, errors, omissions, fault, or negligence of contractor or its principals, employees, subcontractors or other agents while performing services under this contract.
8. **SALES TAX:** Nevada State Law states that all vendors must pay sales tax on goods sold in Nevada. Vendors are responsible for keeping track of their sales and paying current applicable Nevada State Sales Tax at the end of the event. If you are forced to close by any government agency for failure to obtain your necessary permits and/or licenses, Clark County is not liable and will not refund fees. **NO EXCEPTIONS.** Any questions should be directed to Nevada's Department of Taxation at 702-486-2300. Anyone failing to pay taxes will be prohibited from vending in future events.
9. **Consumption of alcoholic beverages or controlled substances by vendors at their booth is prohibited.** Under no circumstances are controlled substances allowed on the event site. Anyone with controlled substances in their possession on the event site is subject to immediate expulsion and /or arrest.



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### TERMS AND CONDITIONS FOR ALL VENDORS

10. No animals allowed –please leave your pets at home. Certified service animals accepted. Failure to comply will mean expulsion from future events
11. Set-up information will be e-mailed to you upon acceptance.
12. Vendors must provide their own tents, tables, chairs, shade cover/tent, lights, etc.
13. No political signs are permitted.
14. No carts or motorized vehicles during event hours **without prior approval from Clark County.**
15. Vendors must be completely off park grounds immediately following the event. Failure to comply will result in potential expulsion from future Clark County events.
16. No tents larger than 20' x 20' are permitted. Spots are 10' x 10'.



(NON-FOOD VENDORS)  
*Viva La Vida in the 106*  
Pearson Community Center  
Friday, September 29th, 2023  
5:00 p.m. – 9:00 p.m.

**FOOD VENDOR APPLICATION & AGREEMENT**

**SUBMISSION OF THIS APPLICATION AND PAYMENT OF FEE DOES NOT GUARANTEE A SPACE.**

**I HAVE READ THIS ENTIRE APPLICATION AND SHALL COMPLY WITH ALL TERMS AND CONDITIONS.**

Business Name: \_\_\_\_\_

Date: \_\_\_\_\_

Name: \_\_\_\_\_

Date: \_\_\_\_\_

**Signature:**





