



2023 Pahrump Fall Festival **Vendor Application Completion Sheet:**

Please make sure all necessary steps for your booth are **completed** by the application Deadlines.

Deadline for submission of application along with photos, trailer length (including tongue/hitch), seller's permit, health permit (if applicable), payment and insurance are due no later than **August 18, 2023. *No late applications will be accepted.***

Regarding booth space, you may give a request, but no spaces will be guaranteed for anyone, and all spots are **finalized** before the event. Applications will not be accepted unless all information is provided in full. If you need to submit for your taxes after the event, you must go to the Nevada Department of Taxation website at tax.nv.gov to submit your forms.

All **food** vendors are **required** to contact the health department at least 2 months before the event. You will contact Sue Huff at 775-895-3604 or jhuff@health.nv.gov.

- ✓ Completed Fall Festival 2023 Vendor Application with all liability signatures.
- ✓ Payment in the form of Cash, Money Order or Check only. **NO CREDIT CARDS.**
- ✓ Proof of General Liability Insurance naming Town of Pahrump as additionally insured and valued at a million dollars.
- ✓ Copy of Temporary Health Permit. **(Necessary for food vendors only)**
- ✓ Approved Seller's Permit from Courtney Kenney (775-727-2825 or ckenney@pahrumpnv.org)
- ✓ Attached photos of your vendor set up/truck or trailer.

When all the above checklist has been completed and returned to Courtney Kenney at 400 N HWY 160, Pahrump, NV 89060, we will confirm you as a vendor at the Pahrump Fall Festival.

We look forward to seeing you at the **2023 Pahrump Fall Festival.**

Pahrump Fall Festival Vendor Application

September 21 - 24, 2023

THEME: COWBOYS & ALIENS

Please complete all information and sign as indicated. Incomplete forms will be returned.

Business/Organization Name (required) _____

Contact Name (required) _____

Mailing Address (required) _____

City (required) _____ State _____ Zip _____

Telephone (required) _____ E-mail (required) _____

Make/Model Vehicle (required) _____ License Plate # (required) _____



Trailer Size (including tongue/hitch) SEE ABOVE: _____

EACH SPACE IS 12'X12'. IF YOUR MEASUREMENT ABOVE IS MORE THAN 12' YOU WILL NEED TO PAY FOR MULTIPLE SPACES TO FIT YOUR MEASUREMENT. IF YOU DO NOT PROVIDE ACCURATE MEASUREMENT AND DO NOT PAY FOR MULTIPLE SPACES, YOU WILL BE RELOCATED TO WHATEVER SPACES WE HAVE LEFT.

For Profit: 12'x12' is \$200.00 EACH*:

Non-Profit: 12'x12' is \$50.00*:

NO. OF SPACES NEEDED: _____

*One booth per Non-Profit Organization.
*Non-Profits must show proof of 501c3 form.

TOTAL AMOUNT DUE _____

Please indicate if you would like separate _____ or adjoining _____ locations if requesting more than 1 booth space.

All applications are reviewed for quality and duplication. You are required to list below items being sold at your vendor space. Describe specific products/menu that you propose to sell or exhibit at the festival. **You must be specific.**

Please answer all questions below:

Will you need ice during the event? If so, how many 10 lbs. bags of ice would you need for a 4-day event?

_____ (We will not be providing ice at no cost. But we will have an ice vendor on site)

How many amps of power does your vendor need?

Does your unit have its own generator?

Will you be bringing propane?

Are you bringing any additional shade structures?

Do you need to be hooked up to water?

Please read, sign, and return original **Application, Payment, Photos, Seller's Permit, Health Permit (if applicable), and Proof of Liability Insurance** to:

Town of Pahrump
400 N NEVADA HWY 160, Pahrump, NV 89060
Contact: 775-727-2825 or 775-513-2688
Email: ckennedy@pahrumpnv.org

THE DEADLINE FOR APPLICATIONS IS AUGUST 19, 2023.

APPLICATIONS DO NOT GUARANTEE BOOTH UNTIL FEES ARE PAID IN FULL, PHOTOS ARE PROVIDED, SELLER'S PERMIT, HEALTH PERMIT AND PROOF OF LIABILITY INSURANCE NAMING THE TOWN OF PAHRUMP AS ADDITIONAL INSURED ARE RECEIVED.

I, _____ representing _____, have read the Vendor Application, Procedures and Requirements to participate in the 2023 Pahrump Fall Festival. I fully understand the Procedures and Requirements, of which I have a copy and will comply with them. Failure to comply could result in a suspension of my/our rights to set up a Booth at this or any future events.

Signature _____ Date _____

PLEASE NOTE ASSIGNED VENDOR SPOTS ARE FINAL. NO CHANGES WILL BE MADE DURING THE EVENT.

Please Initial _____

Pahrump Fall Festival Vendor Application

Liability Signatures

Business/Organization

Contact

HOLD
HARMLESS:

Vendor shall be solely responsible for any and all injuries to persons or damages to property or any other injury, claim damage or loss of whatever nature, arising from or related to the festival. Vendors shall indemnify, save and hold harmless the Town of Pahrump, its Board, staff, officers, agents and employees from and against all liability, loss, damages, claims, costs and expenses (including reasonable attorney's fees) arising out of injury to person (including death) or damage to property or any other injury, claim, damage, loss, cost or expense arising from the festival performed by vendor, including but not limited to, any negligence, act or omission of vendor.

Signature

Date

LIABILITY:

The festival will provide minimal security for the four-day event; however, participants are responsible for their own merchandise and equipment, its protection and insurance. The Town of Pahrump, its Board and its staff will not be responsible for losses of any kind, whether by fire, theft, physical violence, elements of nature or any other cause, however originating. Participants are responsible for their own merchandize and equipment, its protection and insurance.

Signature

Date

FOR OFFICE USE ONLY:

Received: _____ Method of Payment: _____ Amount: _____

Pahrump Fall Festival Vendor Application

Electrical Service Information Sheet

Business/Organization

Contact

- List all electrical equipment to be used during this year's Pahrump Fall Festival.
- Voice amplification equipment, such as bullhorns and loudspeakers are not permitted.

***Due to the limited power availability at the Festival grounds, we can supply you with only 110 Volts, 15-amp breakers.**

The power source will be within 50' of your booth. You will have to supply enough cord to reach that point.

WE CAN SUPPLY YOU WITH ONLY 1 OUTLET OF 110 VOLTS.

Signature of Applicant

Date