

April 17 & 18, 2015



SUMMER SPLENDOR SHOWCASE & EXPO

Fri 4-7pm Sat 10am-4pm

Douglas County
Community Center
1329 Waterloo Ln
Gardnerville, NV

www.LakeTahoeMarkets.com

Friday, April 17th
4:00 p.m. – 7:00 p.m.

Saturday, April 18th
10:00 a.m. – 4:00 p.m.

The New Douglas County Community Center
1329 Waterloo Lane
Gardnerville, NV

EXHIBITOR APPLICATION

Please mail completed Application and payment to:

**Lake Tahoe Markets LLC
Attn: Summer Showcase
P.O. Box 11775
Zephyr Cove, NV 89448**

Questions: Please call (775) 339-1203 or (775) 790-7776

Sponsorship Opportunities

Summer Sponsor: \$400.00 (six spaces available)

- 10' x 10' Premier Booth position in exhibition hall, (spaces S1-S6)
- 1 one-hour long Friday or Saturday demonstration/workshop
- Company Logo on print advertising
- Logo and Link on Summer Splendor Showcase & Expo webpage
- Summer Splendor Showcase & Expo posters for display

Showcase Sponsor: \$200.00

- 10' x 10' booth position in exhibition hall
- Logo and Link on Summer Splendor Showcase & Expo webpage
- Summer Splendor Showcase & Expo posters for display

One hour demonstration/workshop: \$50.00/hr

- 1 one-hour long Friday or Saturday demonstration/workshop
- Demonstration/workshop schedule will be in print advertising
- Tables will be provided; workshop materials to be provided by Exhibitors

Friday Workshop Schedule

Workshop 1

4:00-5:00 pm

5:30-6:30 pm

Workshop 2

4:15-5:15 pm

5:45-6:45 pm

Workshop 3

4:30-5:30

6:00-7:00

Saturday Workshop Schedule

Workshop 1

10:00-11:00 am

11:30-12:30 pm

1:00-2:00 p

2:30-3:30 pm

Workshop 3

10:15-11:15 am

11:45-12:45 pm

1:15-2:15 pm

2:45-3:45 pm

Workshop 2

10:30-11:30 am

12:00-1:00 pm

1:30-2:30 pm

3:00-4:00 pm

Suggestions Welcome!

Would like to sponsor something that we haven't thought of? We're open to suggestions! Contact Steve Rozier at (775)339-1203 or email Manager@LakeTahoeMarkets.com

Name: _____

Doing Business As: _____

Mailing Address: _____

Phone Number: _____ Cell Phone: _____

E-mail Address: _____

Items Being Sold/Description of booth set-up: _____

Do you plan to use an easy-up or canopy in your booth: _____ Yes _____ No
(Exhibitors are liable for any damage caused to the floor)

Fees:	Price	Quantity	Total
• Summer Sponsor	\$ 400 x	_____	\$_____
• Showcase Sponsor	\$ 200 x	_____	\$_____
• 10' x 10' booth	\$ 100 x	_____	\$_____
• Demonstration space* (1 hour)	\$ 50 x	_____	\$_____
• Electricity (per 10' space)	\$ 20 x	_____	\$_____
• Web Link on Show web page	\$ 50 x	_____	\$_____
• 8' Tables	\$ 10 x	_____	\$_____
• 10' Tables	\$ 15 x	_____	\$_____
• Folding chairs	\$ 3 x	_____	\$_____
	TOTAL:		\$_____

Make checks payable to Lake Tahoe Markets LLC

You can also pay online – small service fees apply

Booth Locations: (see attached Exhibitor Map for booth numbers):

Please note that Booths S-1 through S-6 are for Sponsors. See attached for Sponsorship Opportunities.

1st choice _____ 2nd choice _____ 3rd choice _____

Lake Tahoe Markets LLC Management reserves the right of final booth placement.

*Demonstration/workshop spaces will be in the copula area. Opportunity to conduct your own demonstrations/workshops and discussions to inform and promote your products and business.

Rules and Regulations

Show Date and Times:

- The Summer Splendor Showcase & Expo will be Friday, April 17, 2015, 4:00 p.m. to 7:00 p.m. and Saturday, April 18, 2015, 10:00 a.m. to 4:00 p.m. at the Douglas County Community Center located at 1329 Waterloo Lane, Gardnerville, Nevada.
- Set-up: Friday 1:00 p.m. to 4:00 p.m. and/or Saturday 8:00 a.m. to 10:00 a.m.
- All Exhibitor booths must be set up and ready for business no later than 4:00 p.m.
- The Show will be open to the public Friday 4:00 p.m. to 7:00 p.m. and Saturday 10:00 a.m. to 4:00 p.m.
- Tear-down begins Saturday at 4:00 p.m. **Early tear-down is prohibited.**

Booth Criteria:

- All vendors/businesses are subject to approval by Lake Tahoe Markets LLC Management.
- Please describe the items you will be selling and provide at least two photos (you may provide digital photos to admin@laketahomarkets.com).
- Electricity is limited and offered for an additional cost. Those who need electricity must provide their own electric cords (50 feet or longer) and be able to secure the cords to the floor to prevent tripping. Electricity is available for outside wall booths only.

Demonstrations/Workshops:

- Demonstration/Workshop areas will be available in copula - opportunity to conduct your own demonstrations/workshops and discussions to inform and promote your products and business.
- Demonstrations/Workshops will be one-hour long, with times staggering for each area.
- Each one-hour long demonstration/workshop is \$50.
- Schedule of all demonstrations/workshops will be promoted online and in print advertising.

Booth Placement and Rental Fees:

- Exhibitor booth spaces are 10' x 10'. Rental fee for all booth spaces is \$100.
- Please choose from attached Venue Map three booth locations in order of preference.
- Booth Spaces S-1 through S-6 are reserved for Sponsors. See attached for Sponsorship Opportunities.
- Lake Tahoe Markets LLC Management reserves the right of final booth placement.
- Application materials must be received by April 1, 2015.
- Booth rental fees for any Applications received after April 1, 2015 will be \$150.

Notification:

- Applicants will be notified by e-mail if they are accepted or on a waiting list.
- Notification will include booth space assignment and balance due, if any. Any balance due must be paid on or before April 17, 2015.
- If your application is denied, you will be notified by e-mail and your payment will be returned to you.

Cancellations/Refunds:

- A \$25.00 administrative fee will apply to all cancellations and refunds requested before April 1, 2015.
- Cancellations after April 1, 2015 will receive only a 50% refund.
- Refunds will only be given if a replacement can be obtained.

Permits, Licenses, Taxes:

- Exhibitors are responsible for all appropriate licenses/permits required by the City, County and State.
- State sales taxes are the responsibility of the Exhibitors.

Other:

- Carts will be made available during set-up and break-down to assist in transporting items to and from vehicles.
- Please make sure that all display stands, tables and chairs have rubber bottoms to protect the floor covering. Exhibitors are liable for any damage caused to the floor.
- Exhibitors are expected to keep their area neat and orderly and to conduct themselves in a proper and dignified manner throughout the show.
- There must be someone at each booth at all times during the show. Lake Tahoe Markets' Management WILL NOT be available for assisting in Exhibitor booths. Please make arrangements for your own coverage needs.
- Please check in with Lake Tahoe Markets upon arrival to be shown your booth location.
- All Exhibitors are required to remove all materials from their area at the end of the show.
- Exhibitors must follow all Rules and Regulations specific to the Douglas County Community Center.

WThe undersigned Exhibitor agrees to abide by the above Rules and Regulations.
Failure to sign could result in forfeiture of your application.

Name of Business or Organization (please print)

Applicant Signature

Date

Hold Harmless/Indemnification Agreement

In consideration of Lake Tahoe Markets LLCs' acceptance of the Exhibitor's application to participate in the Summer Splendor Showcase & Expo, the Exhibitor (its officers, directors, agents, employees, representatives, and/or members) agrees to indemnify, hold harmless, protect, and defend Lake Tahoe Markets LLC and Douglas County, as well as all entities' agents, employees and/or representatives, from and against any and all loss, claim of loss, injury (including, but not limited to, personal injury), damage (including, but not limited to, reasonable attorneys' fees and court costs), claimed by or resulting from a claim by a third party or the Exhibitor (or any officer, director, agent, employee, representative, and/or member of the Exhibitor), that arises out of, or is in any manner, related to any act or failure to act by the Exhibitor (its officers, directors, agents, employees, representatives, and/or members) in connection with the Exhibitor's participation in the Summer Splendor Showcase & Expo.

I hereby affirm that I have read and understand the above Hold Harmless/Indemnification Agreement and agree to the terms expressed therein.

The undersigned has read this Agreement carefully and represents that he or she has the authority to execute this Agreement on behalf of the party for whom he or she is signing. Failure to sign will result in forfeiture of application.

Name of Business or Organization (please print)

Applicant Signature

Date

Exhibitor Map

On the Application page, please select first, second and third choice of booth location.
Lake Tahoe Markets LLC Management reserves the right of final booth placement.
(Please note: Spaces S-1 through S-6 are for Sponsors – See attached for Sponsorship Opportunities)

