



reno  
**RIVER** FESTIVAL  
presented by  
**DOLAN**  
AUTO GROUP  
KIA | LEXUS | MAZDA | TOYOTA



2020

VENDOR PACKET



# BECOME A VENDOR

## RETAIL VENDOR

QTY	ITEM SIZE	FEE
_____	10 x 10'	\$1,000
_____	additional space	\$100 per square foot
_____	Non-Profit 10'x10'	\$550
_____	Temporary Business License City of Reno	\$35

Check One:

- Smuggler's Village  
  Adventure Park  
  Pub & Grub Village\*  
  Music Festival

\*All vendors selling soda, water and other non-alcoholic beverages will be required to sell a specific brand, size and price as indicated by the Reno River Festival. All food vendors will hold exclusivity on main course items. Food vendors for the Festival will not have the ability to sell alcohol.

## RENTAL ITEMS

QTY	ITEM SIZE	FEE
_____	Tent	\$4 per square foot up to 400 sq/ft
_____	8' Table	\$20 each
_____	Chair	\$5 each
_____	20 AMP 120V Single-Phase	\$125
_____	50 AMP 222V Single-Phase	\$275
_____	50 AMP 120V Three-Phase	\$325

**MUST BE COORDINATED PRE-EVENT**





# SIGN UP HERE!

Exhibition Company: \_\_\_\_\_

Tax I.D./E.I.N. # (MANDATORY): \_\_\_\_\_

Sponsorship / Vendor Description: \_\_\_\_\_

## CONTACT INFO

Print Name: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_

Contact E-Mail: \_\_\_\_\_ Address: \_\_\_\_\_

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

Telephone \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Total Due: \$ \_\_\_\_\_ \*including 4.0% CC Fee if applicable

Check: \_\_\_\_\_ Credit Card\* \_\_\_\_\_ \*4.0% charge for all credit card transactions

Authorized Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## CREDIT CARD INFO

Name (as it appears on card) \_\_\_\_\_

Credit Card # \_\_\_\_\_

Expiration Date: \_\_\_\_\_ Billing ZIP: \_\_\_\_\_ Security Code: \_\_\_\_\_

Credit Card Type: VISA MC AMEX DISC

### Mail checks and contract to:

Make all checks payable to the **Reno River Festival**

LIQUID BLUE EVENTS  
748 South Meadows Pkwy.  
Suite A9 #275, Reno, NV 89521  
phone: 775.851.4444 fax: 775.851.4456.





# THE ESSENTIALS

## ELECTRICAL

All electrical connections must meet Nevada OSHA-Regulation 1910.303(B).

## RENO RIVER FESTIVAL RENTALS

Tents rented from the Reno River Festival has one side and a top, the sides can be removed.

## TENT RULES

Tent stakes are not permitted. Tents must be anchored and secure. Booth spaces requiring more room or unusual sizes can be accommodated. Please contact management for more information.

## SPACE RESERVATION

Vendor spaces will be reserved on a first come, first-to-reserve basis on the date we receive payment. There are a limited number of expo spaces. We suggest that you reserve your spot as soon as possible. Spaces will be assigned at the sole and absolute discretion of Management.

## EXPO SCHEDULE

A detailed schedule will be emailed out to all vendors a minimum of one week prior to the event date. Music Festival vendors will be required to stay open until 9pm Saturday night.

## VENDOR VEHICLES / LOADING

Vehicles will NOT be permitted to load or unload during RRF open expo hours. Driving on the grass in the exhibitor area is strictly prohibited at all times. Those of you who have branded vehicles and who are interested in incorporating them into your display, please contact management.

## PAYMENT / CANCELLATION POLICY

Payment in full is required to register as a vendor at the Reno River Festival 2020. All cancellation requests must be made in writing. Vendors canceling prior to April 20th, 2020 forfeit 25% of booth rental fee.

NO REFUNDS for those canceling after April 20th, 2020.





## ALL 2020 PARTICIPANTS MUST READ AND SIGN THE FOLLOWING!

- 1. Payment/Cancellation Policy:** Payment in full is required to register as a vendor at the Reno River Festival 2020. All cancellations requests must be made in writing. Vendors canceling prior to April 20th, 2020 forfeit 25% of booth rental fee.
- 2. Exhibit Operation:** All booths must be open and stated during the hours of THE RENO RIVER FESTIVAL. At the close of the exhibit each day, the area will be cleared and no one will be permitted admission to the area. Management reserves the right to restrict exhibit noise level and to determine suitable methods of operation and display of materials. Vendors agree that Management may relocate Vendor to another space if necessary, in the sole and absolute discretion of Management.
- 3. Products and Exhibits:** No product bearing the Reno River Festival trademark, name, logo, or reference to such may be sold or distributed without written permission from RENO RIVER FESTIVAL. Management reserves the right, in its sole and absolute discretion, to restrict the sale or display of any item which is deemed objectionable. If, for any reason, an exhibit or its contents are deemed objectionable, the exhibit, product, or item will be subject to removal. Should such an eviction or restriction be enforced, Management shall not be held liable for refunding of rental fees or funds for exhibition rental.
- 4. Management & Dismantling:** Management reserves the right should any rented Vendor's space remain unoccupied on the opening day or should any space be forfeited due to failure to make payment, to rent said space to any other Vendor or use said space in any other manner, but this clause shall not be construed as affecting the obligation of Vendor to pay the full amount specified in this contract for space rental should Management not re-let the space. Vendor shall be solely responsible at its own expense, for installing and dismantling its booth and all items owned by Vendor. Any additional items rented through Management will be dismantled separately. Vendor shall repair any such damage caused by its own such dismantling and return the space in the same condition as received.
- 5. Fire, Safety, Health & Regulations:** Vendors agree to comply with local, city and state laws, ordinances and regulations covering fire, safety, health and all other matters. All exhibit equipment and materials will be reasonably located within the booth and protected by safety devices where necessary. Vendors shall take all necessary fire precautions.
- 6. Sub-Letting of Space:** Vendor shall not assign, sublet, or apportion the whole or any part of the space assigned or have representatives, equipment, or materials for firms other than its own in the exhibit space without written consent from Management.
- 7. Indemnification/Release:** Management will take reasonable precautions to safeguard Vendor's property during non-expo hours. However, Management will not be liable for loss or damage to the property from theft, fire, accident, or any other causes. By signing below, Vendor agrees to indemnify, protect, defend and hold harmless Reno River Festival, Liquid Blue Events L.L.C, City of Reno, its officers, directors, and organizers, owners, and agents, representatives, or employees of the above from and against any and all claims, damages, costs, liens, judgments, penalties, attorneys' and consultants' fees, expenses and/or liabilities arising out of, involving, or in connection with, the occupancy of the assigned space by Vendor, the conduct of Vendor's business, any act, omission or neglect of Vendor, its agents, contractors, employees or invitees, and out of any Default or Breach by Vendor in the performance in a timely manner of any obligation on Vendor's part to be performed under this agreement. In addition, the Vendor expressly releases the aforementioned from all claims for loss, damage or injury arising from any cause whatsoever.
- 8. Insurance and Liability:** You, the Vendor assumes the entire responsibility and liability for losses, damages, and claims arising out of injury or damage to Vendor's displays, equipment, and other property brought upon the premises of the festival site. ALL vendors will provide, unless otherwise specified a Certificate of Insurance to Management in the amount of \$1,000,000 (one million dollars). The certificate MUST list the Reno River Festival and Liquid Blue Events L.L.C. as "Additionally Insured". Said certificate must be received by Management or exhibitor will not be allowed to participate in the Exhibition. Management reserves the right, in Management's sole and absolute discretion, to require additional insurance based on Vendor's permitted use of the assigned space. Under extenuating circumstances when insurance is not available, Reno River Festival and Liquid Blue Events L.L.C., will require the Vendor/Sponsor to sign a separate "Hold Harmless Agreement".
- 9. Utilities:** Electricity services are available during the RRF for an additional fee, as set forth within. Vendors requiring said services must make prior arrangements directly with Management to utilize electrical systems and any other provided utilities which Vendor desires to utilize. Any vendor desiring to utilize a generator must obtain the prior written permission of Management, which such permission may be withheld by Management's sole and absolute discretion. All electrical appliances and connections must be in compliance with Nevada OSHA Regulation 1910.303 (B).

Company/ Business: \_\_\_\_\_

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

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

