



BOOTH APPLICATION

Business Name _____

Contact Person/Title _____

Address _____

City / State / Zip _____

Phone _____

E-mail _____

ALL BOOTHS 10' x 10' space \$ 200.00

You must provide your own canopies, tables and chairs.

MAKE CHECK PAYABLE TO: **Reno AIDS Walk and mail to P.O. Box 71372, Reno, NV 89570**

***Insurance:** All Applicants must submit a valid certificate of liability insurance of at least \$1,000,000.00 liability coverage; naming Reno AIDS Walk as additional insured. This certificate is available through your business insurance agent. Applicants shall indemnify and hold Reno AIDS Walk harmless for any and all liability.

****Sparks Business License:** All applicants that are selling anything must have a valid business License. A temporary Sparks Business License is available for a fee. Call the City of Sparks for additional information. You must submit the fee or provide a copy of your valid City of Sparks Business License.

PLEASE LIST ALL ITEMS TO BE SOLD OR DISPLAYED:

Check # _____ Date Rec: _____ Amount: \$ _____ Booth #: _____



BOOTH TERMS AND CONDITIONS

MUST BE SIGNED AND RETURNED WITH YOUR BOOTH APPLICATION

Reno AIDS Walk is made possible by the hard work of Reno AIDS Walk Members and our Marketing Partners, some of which retain exclusivity for their Sponsorship. The following items are **NOT** to be sold, displayed, distributed, advertised or otherwise present at the event without the **PRIOR EXPRESS WRITTEN CONSENT** of Reno AIDS Walk: Third Party Sponsorship, Credit Card Companies and National Corporations or Franchises.

Applicant understands that Reno AIDS Walk has legal possession and control of event site and the surrounding closed streets, pursuant to approved street closure with the city of Reno on the date of event. Applicant further understands that the use granted by Reno AIDS Walk is a License to Occupy only and is not coupled with an interest in the property. Reno AIDS Walk retains the right to terminate this License to Occupy at any time during the terms of applicant's use if applicant creates a nuisance to Reno AIDS Walk by interfering with the orderly and successful presentation of the event or by breaching the Terms and Conditions, or without cause at the discretion of Reno AIDS Walk.

Applicant understands that the purpose of the Reno AIDS Walk is to raise funds for local AIDS agencies and to educate the community about AIDS / HIV and the services available. Applicant agrees to support this purpose during the term of this License to Occupy. Applicant certifies that they have read and understand application and will comply with all Terms and Conditions.

1. **Pay required fees with the application.**
2. **Applicant must have proof of Liability Insurance and name Reno AIDS Walk as Additional Insured.**
3. **Applicant is required to be open on Saturday, August 22, 2008 from 8:00AM to 11:00AM.**
4. **Applicant must check in at the Registration table before set up.**
5. **Tents and canopies must be weighted down with water, sand, or cement weights due to high wind that can occur. Staking is not allowed at the Sparks Marina. Reno AIDS Walk is not liable for any property damage.**
6. **Applicant is responsible for removal of ALL their trash.**
7. **No Applicant sale or distribution of alcoholic beverages will be allowed. No Amplified Sound unless approved beforehand.**

Food Applicants must abide by all applicable, City of Sparks Health Codes. Food vendors must have a current Washoe County Health Permit and are responsible for obtaining the permit. Permits are not issued the day of the event. Please include a copy of your completed Washoe County Health Permit application with your booth application.

Vendors using heat and/or open flames must: (a) Provide fans for smoke control, (b) Provide fireproof containers for disposal of ashes; (c) Provide one visibly mounted fire extinguisher rated 10AB, and (d) Containers of butane or fuel must be affixed to a post or other secure item. Food Vendors must control drainage and/or condensation.

***Insurance:** Vendors must submit a valid certificate of liability insurance limits of at least \$1,000,000 coverage and name Reno AIDS Walk as an additional insured. Vendors shall indemnify and hold Reno AIDS Walk harmless for any and all third party liability against said applicant.

Cancellation Policy: Booth fees are non-refundable unless written notice of cancellation is received by Reno AIDS Walk on or before Aug 1, 2008. Refunds, less a 15% processing fee, will be paid within 30 days following the event. Reno AIDS Walk reserves the right to place applicants according to the master plan.

Fees must accompany Application

Applicant's signature: _____ Date: _____
www.RenoAIDSWalk.org | 877-825-AIDS (phone and fax)