**3rd Thursday**

**ART & SPECIALTY VENDOR INFORMATION & CONTRACT**

**SCHEDULED DATES :**

 July 15th October 21st

 August 19th November 18th

 September 16th December 16th

**TIME**

4pm-9m

**LOCATION**

Downtown Victorian Square and Plaza (inside and outside space available)

**FEES-**

Free for Sierra Art Members

Donation for Handmade Vendors

$25 for Retail Vendors

**Additions-**

$20/Day for electricity (you must provide own cords)

$15/Day $100/Entire Event Season- Sandbag rental for tents. We will provided you with 4 Sandbags (You must provide your own tie downs)

**SOCIAL NETWORKING:**

We will support your business and let our attendees know who will be vendors for our events. Please share with us the Social networks you currently use.

Facebook Page Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Twitter\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Instagram\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Snapchat\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

FACEBOOK: 39 North TWITTER/INSTAGRAM: @39NorthDowntown

WEBSITE: www.39northdowntown.com

**SETUP/BREAKDOWN:**

Site Maps with vendor’s assigned booth space will be emailed 1 week prior to each event day.

Outside :Setup begins at 2:00PM and completed by 4:00pm for inspections.

 Teardown begins at 8:45pm

Inside: Setup begins at 2pm and completed by 4pm.

 Teardown beings at 8:45pm

**ELECTRICITY:**

Vendor must notify 39N in advance if electricity is needed 2 weeks prior to event day and will be charged $20 for electricity per event. You must bring your own extension cord and tape down so no one trips.

Vendors will be fined $50 on site if caught plugged into City of Sparks power without prior authorization.

**TRASH:**

 Do not dump your trash in City of Sparks trashcans. Pack in, pack out. We like our city clean!

 No liquids of any kind (gray water, ice water, etc) may be dumped in flower beds or down storm drains. First occurrence will result in a $50 fine on site; second occurrence will result in contract termination and expulsion from the event.

**Smoking:**

 Do not smoke in or around your booth. This is for both safety and professionalism to your clients and your fellow neighbors.

**DAMAGES:**

39N is not held liable for damages caused by an individual vendor. Vendor is held responsible for any monetary damages that may occur. 39N is also not held liable for any loss, damage, or theft of any Vendors’ vehicles or property that occurs.

**CANCELLATIONS:**

39N is to be notified VIA text or email of any vendor cancellations. Please contact Angela Handler 775-690-2581 angela@39northdowntown.com for cancellations. .

**KEEP THE ABOVE PAGES FOR YOUR REFERANCE**

**3rd THURSDAY CONTRACT**

**The below must be filled out completely**

VENDOR NAME: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

ADDRESS: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

CITY: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ STATE: \_\_\_\_\_\_\_\_ ZIP CODE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

BUSINESS PHONE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ CELL PHONE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

EMAIL: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 \*CITY OF SPARKS BUSINESS LICENSE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\*NV TAX ID: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

PRODUCTS YOU SELL\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**DATES PARTICIPATING- check mark dates you wish to attend**

 **July 15\_\_\_\_\_\_\_\_ October 21\_\_\_\_\_\_\_**

 **August 19\_\_\_\_\_\_\_ November 18\_\_\_\_\_\_\_**

 **September 16 \_\_\_\_\_\_\_ December 16\_\_\_\_\_\_\_**

**FEES (MARK APPLICABLE) All fees to be paid 1 week of acceptance to secure spot and all donations collected at the end of event day**

**FEES-**

Free for Sierra Art Members \_\_\_\_\_

Donation for Handmade Vendors \_\_\_\_

$25 for Retail Vendors\_\_\_\_\_\_

$20/ DAY FOR POWER\_\_\_\_\_\_\_

$15/DAY OR $100/ENTIRE EVENT FOR SAND BAG RENTAL\_\_\_\_\_\_

DROPP OFF OR SEND APPLICATION AND ATTACHMENTS VIA USPS OR E-MAIL:

972 East Greg

SPARKS, NV 89431

ANGELA@39NORTHDOWNTOWN.COM

**AGREEMENT**:

BY SIGNING THIS AGREEMENT, I REPRESENT THAT I HAVE RECEIVED, READ, AND UNDERSTAND ALL THE INFORMATION IN THIS VENDOR AGREEMENT

DATE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

SIGNATURE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

PRINTED NAME: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

ANGELA HANDLER 775-690-2581 ANGELA@39NORTHDOWNTOWN.COM or

 ANGELA@LOKATILEGROUPINC.COM