



**BigHorn Rodeo XIII**  
**LUCKY 13**  
Vendor Application

September 18-20, 2009

**Booth Application Deadline: September 1, 2009**

Please e-mail or mail:  
NGRA BigHorn Rodeo Vendors 2009  
PO Box 96055 – Las Vegas, NV 89193-6055

*For additional information, contact:*  
Jimmy Gattis – Vendor Coordinator  
(702) 610-5153 or [vendors@bighornrodeo.com](mailto:vendors@bighornrodeo.com)

Tony Clark – Food and Beverage Coordinator  
(702) 203-4499 or [foodandbev@bighornrodeo.com](mailto:foodandbev@bighornrodeo.com)

For more information about BigHorn Rodeo 2009,  
visit [www.bighornrodeo.com](http://www.bighornrodeo.com)

## ***About BigHorn Rodeo XIII – LUCKY 13***

NGRA (Nevada Gay Rodeo Association) is pleased to announce **BigHorn Rodeo XIII – Lucky 13**. For the first time in NGRA's history, we will host a rodeo in a one-go format on Saturday 9/19, primarily at night, followed by the BigHorn Rodeo Barrel Race Classic on Sunday.

We hope to draw a large and excited crowd to our event this year! The weekend's festivities at Horseman's Park start on Friday night (9/18) with contestant registration and meet-and-greet from 6:13 to 10:13 p.m. We'll have a morning show on Saturday, September 19 starting at 8:13 a.m. The morning show will end at approximately 1 p.m., but the party only starts there! The evening show kicks off at 5:13 p.m., with exciting entertainment, fun, and RODEO! The party continues on Sunday with the BigHorn Rodeo Awards at 11:00 a.m. and the BigHorn Rodeo Barrel Race Classic starting at Noon.

**This year, you get to choose the audience you want to reach with your products!! We expect the following:**

- Saturday's attendees will most likely be primarily GLBT and allies, with a smattering of family folks mixed in!
- Sunday's attendees and audience will most likely be more heterosexual, with a smattering of GLBT and allies mixed in!

We encourage you to think about which audience you want to reach and select one or both days to attend. **Vendor hours on Saturday will be 11:00 a.m. to 11:00 p.m. Vendor hours on Sunday will be 10:30 a.m. to 5:30 p.m.**

### ***VENDOR GUIDELINES***

**Location, Date, Time:** The 2009 BigHorn Rodeo Lucky 13 Celebration will be held from 8:00 a.m. to 11:00 p.m., Saturday and 10:00 a.m. to 6 p.m. Sunday, September 19-20, 2009 at **Horseman's Park**, 5800 E. Flamingo Road, Las Vegas, NV 89122-5502. Vendor hours are Saturday 11:00 a.m – 11:00 p.m. and Sunday 10:30 a.m to 5:30 p.m.

**Deadline:** All applications **must be received WITH PAYMENT IN FULL by September 1, 2009.** Applications will be processed in the order received. Checks and credit cards accepted for payment.

**Payment:** **Payment in full is required with the submission of this application.** Visa, MasterCard or Discover credit card payments are accepted. Checks or money orders should be made out to the Nevada Gay Rodeo Association. A \$30 service charge will be applied for all returned checks. Applications without full payment will be returned.

**General Booth Information:** **All vendor participation will be at Horseman's Park.** Vendor spaces are rented in 10-foot by 10-foot areas and are divided into rate categories.

**Canopies:** Vendors are spaced throughout the festival grounds; canopies and lighting will be included in your cost if you are a commercial vendor. Not-for-profit vendors can rent spaces for free without a canopy. Tables and chairs are not included in fees.

**Electricity:** Access to heavy use electricity is very limited and will be offered only upon approval by the Vendor Coordinator. BigHorn Rodeo will provide lighting under canopies for the evening festivities.

Basic rate for electricity at the rodeo grounds is \$30 per day (*i.e.*, incandescent lights, cash register, and only one halogen light). Heavy use rate at the rodeo grounds is \$55 per day (*i.e.*, TV's VCR's, microwave ovens, extensive lighting, etc.). Electrical items need to be listed and will be checked the day of the rodeo.

**Vending:** A summary of all items to be displayed, offered for sale, or distributed without charge, must be stated on the application. To assure optimum benefit for each vendor, applications may be refused if items to be sold are the same or closely similar to others already accepted by the vendor coordinator for sale by another vendor. Vendors agree not to discriminate against any individual on the basis of sexual orientation, gender, race, color, physical limitations, or heritage. NGRA reserves the right to require any vendor to remove from display and immediately cease selling or distributing any item that could be deemed inappropriate and/or that might cause a disturbance. Sexist, racist or homophobic materials will not be permitted. **For compliance with county health codes, no consumable items may be sold unless necessary health permits are obtained and the items are listed on the vendor application. Unless by special arrangement with the vendor coordinator, vendors may not sell bottled water or soda. **UNDER NO CIRCUMSTANCE WILL A VENDOR BE ALLOWED TO SELL ALOCHOLIC BEVERAGES.**** All vendors must provide their own ice.

**Placement:** Vendors will be placed on a first-come, first-served basis, and according to need for electricity.

**Admission Passes:** The vendor area rental includes two (2) admission passes per 10-foot x 10-foot space or snack vending space, or four (4) admissions passes for food vendors. All booth personnel will be required to sign a liability waiver holding harmless the Nevada Gay Rodeo Association, the International Gay Rodeo Association, and their sponsors. Additional admissions may be purchased on the day of the event for the price of the day's ticket.

**Permit and Licenses:** Vendors are required to obtain, pay for, and assume all responsibility and liability for, any and all permits and licenses that may be required by Clark County and/or the State of Nevada. All permits and licenses must be available for inspection at all times. **Food vendors will be required to complete a special event use permit and pay necessary fees through the Southern Nevada Health District.** Information on how to obtain and submit the necessary forms and payment will be provided by the vendor coordinator to food vendors. A county health district official will inspect each food vending station during the course of the weekend. Failure to obtain and have available the permit and comply with the county health district's food service recommendations may result in closure of the booth.

**Sales Tax:** Vendors selling any item subject to Nevada Sales Tax assume all responsibility and liability for obtaining and paying for a valid Nevada resale Permit, for the collection of all sales taxes on items sold and for payment to the State of Nevada of all Sales Taxes collected. **Sales taxes will be collected by the Nevada Gay Rodeo Association when vendors collect clean-up deposits on Sunday at the show office.** The sales tax as of July 1, 2009 is 8.10%. Failure to supply sales tax form voids your clean-up deposit.

**Cancellation:** Once an application is accepted by Nevada Gay Rodeo Association, and before September 1, 2009, a vendor may cancel by notifying NGRA in writing. Any refund will be dependent upon resale of that space. In no event will fees be refunded if cancellation notice is postmarked on or after September 2, 2009. Cancellation notices must be mailed to NGRA BigHorn Rodeo Vendors 2009, PO Box 96055, Las Vegas, NV 89193, or e-mailed to [vendors@bighornrodeo.com](mailto:vendors@bighornrodeo.com). This is a rain or shine event. No refunds will be given because of inclement weather.

**Confirmation:** If you do not receive a confirmation within 10 days of sending in an application, please contact Jimmy Gattis at [vendors@bighornrodeo.com](mailto:vendors@bighornrodeo.com) or at (702) 610-5153.

**Set-Up:** Instructions for set-up of vendor areas will be given with confirmation of the fees paid. Hours of operation for vendors will be 11:00 a.m. to 11:00 p.m. on Saturday and 10:30 a.m. to 5:30 p.m. on Sunday, September 19-20, 2009. NGRA requests that all booths be open for operation during vendor hours at the park. No vehicles may be parked or used for loading and unloading within the public areas or during rodeo hours of operation or on grass areas at any time. Because of the risk of damage to the park's sprinkler system, **no stakes may be used in the grass.** Tents or canopies must be secured by weights, such as cement blocks or sand bags.

**Security:** NGRA will provide limited on-site security for the grounds when the park is closed. It is the vendor's responsibility to appropriately staff the booth during rodeo hours of operation and to secure the booth area when closed.

**Clean up:** Vendors agree to leave their area in the same condition as received. All articles to be disposed of must be placed in receptacles provided.

**No Pets Policy:** Due to health department rules and as a consideration for our visitors, *absolutely no pets* are allowed on the rodeo grounds (with the exception of bonafide seeing-eye dogs). This rule applies to all pets – exotic, as well as domestic. Please do not request any of our personnel to make an exception for your pet.

If you have any questions or comments about this application process, please contact Jimmy Gattis at [vendors@bighornrodeo.com](mailto:vendors@bighornrodeo.com) or at (702) 610-5153.

## BigHorn Rodeo 2009 - Vendor Application

Please complete and return with check or money order made payable to: **Nevada Gay Rodeo Association.**

*As you are completing the information below, please keep in mind that we request vendors be open from 11:00 a.m. to 11:00 p.m on Saturday. The show on Saturday will be primarily at night.*

**STEP 1: Tell us what kind of space you would like:**

**Non-Profit Organization Space** (note: does not include canopy, table, or chairs) – FREE

*Please tell us your booth's purpose - Literature \_\_\_\_\_ Fundraising Game \_\_\_\_\_  
Fundraising Sale \_\_\_\_\_ (note: if sales, please add cleaning deposit below)*

*Please tell us which days you want to attend - Both Days \_\_\_\_\_ Saturday Only \_\_\_\_\_  
Sunday Only \_\_\_\_\_*

**Professional Services Space** – Fee: \$60 per day, \$120 both days  
(includes canopy and lighting, but does not include table or chairs. NOTE: Only political candidates and distribution of information regarding professional services allowed in this category – NO SALES.)

*Please tell us which days you want to attend - Both Days \_\_\_\_\_ Saturday Only \_\_\_\_\_  
Sunday Only \_\_\_\_\_*

**Commercial Sales Space** – Fee: \$60 per day, \$120 both days + 15% commission on sales  
(includes canopy and lighting, but does not include table or chairs. NOTE: Commercial sales vendors are not allowed to sell food or beverages.)

*Please tell us which days you want to attend - Both Days \_\_\_\_\_ Saturday Only \_\_\_\_\_  
Sunday Only \_\_\_\_\_*

**Snack Vendor Space** – Fee: \$200 both days + 15% commission on sales

*Check here if you need a canopy and lighting \_\_\_\_\_.*

**Food Vendor Space** – Fee: \$400 both days + 15% commission on sales

*Check here if you need a canopy and lighting \_\_\_\_\_.*

**STEP 2: Provide business details and payment information.**

Organization/Business Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

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

Day Phone: \_\_\_\_\_ Evening Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Nevada Sales Tax Permit Number: \_\_\_\_\_ Health Permit Number: \_\_\_\_\_

VISA/MC/DISCOVER: Account #: \_\_\_\_\_ Exp. Date: \_\_\_\_\_

Authorized Signature (Required): \_\_\_\_\_

**STEP 3: Select your options. Determine your fees. Tell us about your business.**

Description	Quantity	Fee	Total
<b>Non-Profit Organization</b>		Free	
<b>Professional Services</b>		One Day - \$60 Two Days - \$120	
<b>Commercial Sales**</b>		One Day - \$60 Two Days - \$120	
<b>Snack Vendor**</b>		Both Days - \$200	
<b>Food Vendor**</b>		Both Days - \$400	
<b>Big Tent Space!</b> (Note This premium space will be granted on a first-come, first-served basis. Your premium will be refunded if we cannot grant you the space.)		\$ 50	
<b>Electricity: Heavy Use</b> (See description above.)		\$ 55 per day	
<b>Electricity: Light Use</b> (See description above.)		\$ 30 per day	
Canopy		\$ 100 per canopy	
Tables		\$ 10 per space	
Chairs		\$ 5 per space	
<b>**NGRA receives 15% commission on sales.</b>			
<b>Refundable Clean-up Deposit</b> (Returned at the end of your last sales day.) <b>-Failure to supply sales tax form voids your clean-up deposit.</b>			\$ 50
<b>Grand Total:</b> Please make checks payable to Nevada Gay Rodeo Association			\$ _____

Please give a brief description of your organization/business:

\_\_\_\_\_

Please summarize your rodeo festival activities and items to be displayed/sold/given away at your booth(s). Please be specific.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please list all electrical items, if any, you will be using and list wattage and amperage of each. Vendors must provide their own extension cords. If using plugs other than those that can be used in a standard 3-prong grounded outlet (household-type), please describe. Electrical items will be checked the day of the rodeo.

\_\_\_\_\_  
\_\_\_\_\_

**If you are a food vendor, please provide a diagram displaying your TOTAL vending space needs, including such things as trailers, trailer hitches, tents, counters, and tables, indicating orientation of service area(s). Please provide a photo if available.**

## **Booth/Vendor Contract**

The applicant understands that Nevada Gay Rodeo Association (NGRA) has the legal possession and control of the rodeo site on Friday to Sunday, September 18-20, 2009 pursuant to agreement with the Clark County Department of Parks & Recreation. The applicant further understands that the use granted her/him/them by Nevada Gay Rodeo Association is a LICENSE TO OCCUPY and is not coupled with an interest in the property and that Nevada Gay Rodeo Association retains the right to terminate this license to occupy at any time during the term of the applicant's use if, in the sole determination of Nevada Gay Rodeo Association, (1) the applicant is found to have falsified any of the statements contained in this application; (2) the applicant is found to have changed or added to the use described in this application; (3) the applicant creates a nuisance to Nevada Gay Rodeo Association, its licensees and/or its guests; (4) the applicant's use of the premises in any other way interferes with orderly, safe and successful conduct of this event. The applicant further agrees (1) to furnish all equipment (except canopies tables and/or chairs rented through Nevada Gay Rodeo Association), inventory, supplies and personnel necessary to the operation of her/his/their booth; (2) to leave the area fully clean and clear of refuse; (3) to sell only the items listed in the application and to make no change without written consent of Nevada Gay Rodeo Association; (4) to indemnify and hold harmless Nevada Gay Rodeo Association against any and all liabilities arising from the conduct of the operations covered by this contract.

Signature of the application affirms that the applicant and/or organizations/business represented by the applicant does not discriminate in hiring, employment, participation or services based on race, ancestry, religion, creed, sex, marital status, physical handicap, medical conditions, national origin or sexual orientation. Nevada Gay Rodeo Association reserves the right to publish this signed affirmation, in whole or part, in support and pursuit of its purpose and objectives.

By my signature below, I show that I have read and clearly understand the information contained in this application and the responsibilities accorded to me as a participating vendor at the 2009 Nevada Gay Rodeo Association Big Horn Rodeo. I understand that I may cancel my application, in writing; and, if cancellation notice is postmarked by September 1, 2009, and canceled space(s) can be re-rented, expect a full refund of all fees paid within 30 days of my cancellation. After September 2, 2009, no refunds will be considered.

I hereby declare that all information herein provided by me is true, correct and complete.

NAME: \_\_\_\_\_ TITLE: \_\_\_\_\_

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