

**Soroptimist International of Fallon
22nd Annual Home and Garden Show**

Company Name:			
Contact Name:			
Address:		City, State & Zip	
Telephone #:		Fax #:	
Email Address:		NV Resale#:	
Type of Business:			

- Inside Space(s)
Give 3 location choices for spaces: 1st _____ 2nd _____ 3rd _____
- Outside Space Space size: _____
- I will need (check all that apply):
- Electricity 8' Table Quantity: _____
Tablecloth(s) Quantity: _____ 6' Table(s) Quantity: _____
- Table Skirt(s) Quantity: _____ No Tables
- Chair(s) Quantity: _____ Other: _____
- Invoice needed for PayPal credit card processing

Fees:
Space \$ _____
Electricity \$ _____
Tablecloths \$ _____
Table Skirts \$ _____
PayPal Fee \$ _____
Total Due \$ _____

You are welcome to bring your own table coverings. If needed, you can rent tablecloths and/or table skirts. None will be available on set up day so you must order on this application.

Confirmation of your space placement will be sent via email within one week after your application & payment is received. You can email your application with your space choice, but we must receive the original application & payment before we can guarantee your space placement. **APPLICATIONS MUST BE RETURNED BY APRIL 5, 2023**

This show is a fundraiser for our non-profit organization that supports women and children in our community. We appreciate our vendors donating an item to our raffle that happens periodically throughout the weekend.

Please check here if you will donate to our raffle.

Liability Release

The undersigned agrees to hold Soroptimist International of Fallon and/or any of its members harmless from any and all liability for damages to person or property. In addition, the undersigned assumes all responsibility for damages to the area used. Soroptimist International of Fallon and/or the Fallon Convention Center reserves the right to ask an exhibitor to leave for any reason. If this action is necessary, no refunds will be issued.

Signature: _____ Date: _____

For Soroptimist Use Only			
Date _____	Ck # _____	Amount _____	Space # _____

Soroptimist International of Fallon 22nd Annual Home and Garden Show

tDATE: April 15&16, 2023
TIME: Saturday 10 AM to 4 PM and Sunday 10 AM to 3 PM
LOCATION: Fallon Convention Center, 100 Campus Way, Fallon, Nevada
FEES: Fees are due with application.

Inside Spaces (see layout)

Description	Location	Size	Fee
Small	X	4' x 4'	\$35
Budget	A	8' x 4'	\$75
Budget 2	Two A's Joined	16' x 4'	\$125
Standard	B	10' x 8'	\$125
Deluxe Standard	C	10' x 10'	\$150
Premium Corner	D	2 ½ x Standard	\$250
Electricity, if requested			\$20
Table Clothes or Skirts			\$5 each
6' or 8' Tables and Chairs (available outside as well)			Free

Outside Spaces

Size	Fee	Security is provided overnight & during times that the show is closed. All outside canopies must have weights on the legs. No Exceptions.
10' x 10'	\$75	
10' x 15'	\$125	
10' x 20'	\$150	
20' x 20'	\$175	
20' x 40'	\$200	
Covered Outside Space - \$125		

SALES TAX: Everyone will be required to fill out tax information for the Nevada Department of Taxation. For vendors without a Nevada tax number, you must collect & pay taxes to SI Fallon at the show.

- **SPACES:** Space sizes vary and will be assigned on a first come, first serve basis. Space assignments will be given only after all registration materials, including full payment, is received. Layout changes may be considered to accommodate your needs; inquire with contact below.
- **DUE DATE:** Applications are due by **April 5, 2023** to SI Fallon, C/O Marcia Vinson, 1955 Lucas Road, Fallon, NV 89406. Make checks payable to: Soroptimist International of Fallon or SI Fallon. You can pay by credit card through PayPal, but we will need to invoice you and will add a processing fee of \$3.
- **SET UP TIME:** Friday 10:00 AM to 8:00 PM and Saturday 7:30 AM to 9:30 AM. You must be completely set up before the show begins.
- **TEAR DOWN:** Out of courtesy to the public and other vendors, please do not dismantle your display until the close of the show at 3:00 PM on Sunday.
- **SPACE REFUND POLICY:** Full refund if we are notified two (2) weeks in advance of the show. After two weeks no refunds will be issued, but credit can be given for the next year's show (must be requested). We reserve the right to resell all spaces unused or abandoned by the vendor.
- **CONTACT:** Marica Vinson at 775-867-3503, 775-427-4313 or whvmkv41@gmail.com.

Fallon Convention Center

