



**2022 – Non Profit Organization Application \$95.00**

The Union’s 35<sup>th</sup> Annual Spring Home and Garden Show will be held Saturday, April 23<sup>rd</sup> from 10:00AM to 5:00PM, and Sunday, April 24<sup>th</sup> from 11:00 AM to 4:00 PM at the Nevada County Fairgrounds, 11228 McCourtney Road, Grass Valley, CA.

Fee is for 10' X 10' outside space only. No tables, chairs, canopies or linens are provided. There is no power available.

Please enclose full payment of \$95.00 to reserve space along with the completed application.

*Multiple organizations are prohibited from sharing a booth assignment.* If you have any questions please call (530) 477-4241. You may **fax** this application with credit card information to (530) 273-1854, or mail your contract with a check payable to The Union at:

**The Union; Attn: Home & Garden Show; 464 Sutton Way; Grass Valley, CA 95945**

**Space Reservation Request: (\*Complete these items as you want them to appear in event publication. Please print clearly.)**

**# of booths requested: \_\_\_\_\_ @ \$95.00 each = \$ \_\_\_\_\_ # of vendor parking passes (free) \_\_\_\_\_**

\*Non-Profit Name \_\_\_\_\_ Exec Dir/Contact \_\_\_\_\_

\*Address \_\_\_\_\_ \*City, State, Zip \_\_\_\_\_

Email Address \_\_\_\_\_ \*Website Address: \_\_\_\_\_

\*Office Phone \_\_\_\_\_ Cell Number \_\_\_\_\_

Credit Card # \_\_\_\_\_ Exp. Date \_\_\_\_\_ CVV \_\_\_\_\_ Amount \$ \_\_\_\_\_

**Brief mission statement to be published in Home & Garden Publication: (25 word max)**

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I have read, understand and will comply with all rules, regulations and guidelines of this contract for The Union's 35th Annual Spring Home, Garden and Lifestyle Show.

Date: \_\_\_\_\_ Signed: \_\_\_\_\_

**Deana Graydon, Event Manager, The Union Newspaper 530-477-4241 [dgraydon@theunion.com](mailto:dgraydon@theunion.com)**

ID #	Building	Space	Date Deposit	Amt. Paid	Bal Due:

# The Union's Rules & Regulations – Non Profit Organizations

## **Booth Assignment**

Assignment will be made by the Home, Garden & Lifestyle Show Manager on a priority basis determined by availability of space at the time of deposit and signed contract. Multiple businesses/organizations are prohibited from sharing a booth assignment.

## **Refunds**

Show will go on rain or shine -- no refunds are given for weather conditions. No refunds will be given after March 15, 2022. No refunds will be given if contracted space is not used or used only part of the show time.

## **Outside Exhibitors**

Each exhibitor will need to provide his/her own table, chairs, backdrops, side dividers and canopy if desired. Tents may be used so long as no stakes are driven into the pavement. Size should be limited to 10 feet across by 10 feet deep constituting one exhibit space.

**TENTS must have a tag stating they are fire-retardant. Fire Marshal will inspect and any pop up/tents that don't meet these requirements will be removed.**

## **Set-Up**

The fairgrounds will be available Thursday & Friday prior to the show for set-up; you will receive a packet regarding set-up times. Booths must be set up and ready for opening by 10:00 AM Saturday morning prior to the show. All delivery vehicles must be removed from the show area by that time. Security will be provided Friday and Saturday evenings. All buildings and gates will be locked during the hours that security is on site. Further information on security and set-up times will follow in your welcome package. Forklifts are available per request for a fee of \$75. Contact Deana Graydon, Show Manager, if you need a forklift at 530-477-4241.

## **Vendor Parking**

All exhibitors must park their vehicles in **Parking Lot 5 or 8** during show hours. No exhibitor cars may remain in the Main Parking lot once the show is open in order to save parking for our guests.

## **Booth Tear Down**

Exhibitors will have until 7:00PM Sunday evening to complete removal of exhibit. No one will be allowed to take down exhibits until after the official closing of the show at 4:00PM. Leaving early is disrespectful to the other vendors and is just bad form. Please contact us if you are unable to tear down by 7:00PM and we can arrange teardown on Monday morning, however there will not be security at the fairgrounds on Sunday evening and The Union will not be held responsible for any materials left on the property at that time. If you need alternate arrangements, call 530-477-4241.

## **Limitations**

Exhibits shall be so installed that they will not extend beyond the space allotted. Distribution of printed matter, promotional material or other articles must be restricted to your exhibit space. No individual public address systems or flammable materials are permitted on the premises. Music or audio-visual sound must not be audible more than two feet from booth. Exhibitors are to remain within the confines of their booth and are not to work in public aisles. No food sampling/selling without prior approval by Show Manager.

## **Liability**

*The Union* cannot guarantee exhibitors against loss or damage of any kind. Space is leased with the understanding that the exhibitors will hold *The Union* harmless from any or all liabilities from any cause. *The Union* shall not be responsible for any loss, damage or injury that may occur to the exhibitors, their employees or property from any cause whatsoever prior, during or subsequent to the period covered by the exhibit contract and the exhibitor. Signing the contract expressly releases *The Union* and all claims for such loss, damage or injury.

## **Eventuality**

In case of facility damage caused by fire, other elements or causes, or in case any other circumstances shall make it impossible for the Management to permit the contract space to be occupied by the exhibitor, then this contract shall terminate and the exhibitor shall waive any claim for damage or compensation except the pro-rata return of the amount paid for space rental.

## **Resale License**

If selling items, vendor will furnish proof of resale license (if applicable) prior to the event.

I have read and agree to the rules for The Union's 35<sup>th</sup> Annual Home, Garden & Lifestyle show.

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

Signed: \_\_\_\_\_