



April 24 & 25, 2021  
 Nevada County Fairgrounds  
 Grass Valley, California

THE UNION  
 www.THEUNION.com

## 2021 Vendor Application

The Union's 35th Annual Home & Garden Show will be held **Saturday, April 24, 10:00 AM to 5:00 PM and Sunday, April 25, 10AM to 4PM**, at the Nevada County Fairgrounds, 11228 McCourtney Road, in Grass Valley, California.

Applicant agrees to purchase booth space at the Spring Home, Garden & Lifestyle Show which includes corresponding listing to be published in The Union's Home, Garden & Lifestyle publication inserted into The Union the week of April 15th. **Additional advertising options are available, as well as sponsorship opportunities and special printing rates for flyers, postcards, event business cards and more.** Please call 530-477-4241 if you would like more information on our advertising programs, sponsorship opportunities, and/or commercial printing.

Inside Booth sizes may vary slightly due to positioning. If exact size is critical, please contact the Event Manager. Inside Booth size is approximately 10 feet wide by 10 feet deep. Standard outside booths are 20 feet wide by 10 feet deep. Larger outside spaces available.

Complete rules and regulations attached. **NO CANOPIES OR AWNINGS ALLOWED INSIDE BUILDINGS.** Contract must be signed and dated, and deposit paid to reserve your space. **Please call 530-477-4241 with any questions.**

Booth Request (Please circle choice)	Quantity	@ Price each	Extended
Main Building 10' x 10' (includes power)		\$775	
Northern Mines Building 10' x 12' (includes power)		\$750	
Outside Booth 20' x 10' (power upon request)		\$650	

# of **VENDOR Parking Passes needed** \_\_\_\_\_ **Multiple businesses are prohibited from sharing a booth space.**

In most cases, 2019 Spring Show exhibitors can lock in prior year's exhibit space if contract and a minimum 50% deposit or full payments are received by **January 15, 2021**. **Amount enclosed:** \_\_\_\_\_. **Balance is due by March 15, 2021.**

**Mail to:** The Union, Attn: Spring Home, Garden & Lifestyle Show, 464 Sutton Way, Grass Valley, CA 95945; **fax to:** 530-273-2554; or **email:** [dgraydon@theunion.com](mailto:dgraydon@theunion.com).

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

\*Business Name \_\_\_\_\_ Owner/Contact \_\_\_\_\_

Mailing Address \_\_\_\_\_ City \_\_\_\_\_ ST \_\_\_\_\_ ZIP \_\_\_\_\_

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

\*Business phone # \_\_\_\_\_ Cell # during show \_\_\_\_\_

Credit Card Number \_\_\_\_\_ Exp. Date \_\_\_\_/\_\_\_\_/\_\_\_\_ for amt: \$ \_\_\_\_\_

List All Products/Services your company provides: *(this is how your company will be listed in the publication, so give a brief, but informative explanation of your company)* \_\_\_\_\_

If selling merchandise from your booth please provide your resale # \_\_\_\_\_

Power needs? None \_\_\_\_\_ Basic \_\_\_\_\_ Custom \_\_\_\_\_ (please contact Event Manager to make arrangements)

Do you need forklift to unload product? *(Forklift use upon advance request: \$75 payable to Fairgrounds)* YES \_\_\_ NO \_\_\_

**Would you like to donate a raffle prize** for The Union's Spring Home & Garden Show? YES \_\_\_ NO \_\_\_ If yes, give a brief description and value of the item (we will list our raffle prizes in our Home Show publication.)

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

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

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

ID #	Building	Space	Date Deposit	Paid	Due:

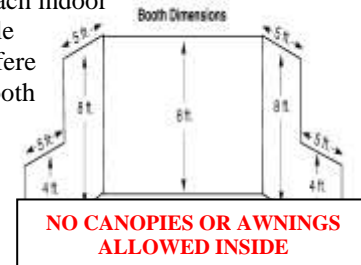
## The Union's Rules & Regulations

**Booth Assignment** - Assignment will be made by the Home & Garden Show Committee on a priority basis determined by availability of space at the time of deposit and signed contract. In most cases, you can lock in the prior year's exhibit space if contract and a 50% deposit are received by January 15, 2021. All others will be first-come, first-served. One business per booth space.

**Refunds** - Show will go on rain or shine. No refunds are given for weather conditions. No refunds will be given after March 1, 2021. No refunds will be given if contracted space is not used or used only part of the show time.

**Booth Construction** -The buildings will have spaces marked to indicate the area(s) for each exhibitor's booth space.

**Exhibitors will need to provide their own table, chairs, backdrop, side dividers & power strip if needed.** Each indoor booth will include one 110V electrical outlet. **220V is available by pre-arrangement only.** Power is available by request for outside booth spaces. No exhibit or display may be so high along the sides or front as to interfere with the view of show patrons or neighboring exhibits. Please study carefully the diagram to the right for booth construction guidelines. **NO CANOPIES OR AWNINGS ALLOWED INSIDE BUILDINGS.** Backdrops should be kept to a maximum of 8 feet in height up to the first 5 feet from the back wall and a maximum of 4 feet high the first 5 feet from aisle. Nails and screws are not permitted in building walls; no signs may be attached to wall above booth. If you are in violation of booth construction, you will be asked to take down the portion that is not in compliance.



**Exhibits & Signs** - You may only exhibit or display the product or service listed on your exhibitor agreement. Unless specifically approved in advance, all signs, literature, etc., are limited to exhibit booth space.

**Outside Exhibitors** - Tents may be used so long as no stakes are driven into the pavement. Size is 20 feet across by 10 feet deep constituting one exhibit space. Multiple spaces may be purchased. Not all booths have access to power. If you need power, please indicate on application. **ALL POP UP TENT STRUCTURES MUST BE FIRE RETARDANT and display a tag stating it is.** The Fire Marshal will inspect and any tent not in compliance with fire retardant rules will be removed.

**Vendor Parking** - All exhibitors **MUST** have a vendor parking pass and park their vehicles in **Parking Lot 5 or 8** during show hours. No exhibitor vehicles may remain in the Main Parking lot (Gate 1) once the show is open. We reserve our best parking for our attendees. Vendor parking passes are available at Vendor Check-in at the Fairgrounds. Please restrict use of passes to booth staff only.

**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 9:45 AM Saturday morning, April 24th. All vendor/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. **DO NOT DRIVE ANY VEHICLES ON THE GRASS.** This resulted in \$3,500 in fines assessed by the Fairgrounds in 2017 that had to be paid by two vendors who did not heed the warning signs.

**Booth Tear Down** - No one will be allowed to take down exhibits until **after** the official closing of the show Sunday at 4PM. **PLEASE RESPECT THE SHOW, ATTENDEES AND OTHER VENDORS BY NOT BREAKING DOWN EARLY.** Exhibitors will have until 7:00 PM Sunday evening to complete removal of exhibit. **Please contact us** if you are unable to tear down by 7:00 PM and we can possibly arrange teardown early Monday morning, however there will not be security at the fairgrounds on Sunday evening and The Union will not be held responsible for any items left on the property at that time. The Union must have the fairgrounds clean and returned by noon on Monday, April 26th. **Any vendor who is NOT completely moved out by this time may incur a \$250.00 fee.**

**Limitations** - Exhibits shall be installed to 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.** Table drapes and booth décor must be fire retardant. Music or audio-visual sound must not be audible more than two feet from your booth. Exhibitors are to remain within the confines of their booth and are not to work in public aisles.

**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.

Thank you for your adherence to the rules, and attention to fire safety.

**I have read and agree to the terms of this space rental agreement for The Union's 35<sup>th</sup> Annual Spring Home & Garden Show.**

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