

Reservation Form

**Western Marketplace and Exhibition
6th Annual Cowboy Poetry and Music Gathering
Presented by Soroptimist International of Reno**

Vendor/Company Name _____

Contact Name _____

Address _____ City _____ State _____

Telephone _____ or _____

Email Address _____

Description of Product to be Sold _____

Number of Spaces Requesting _____ \$50.00 per space

Confirmation of your space will be sent within a week of receiving your application and payment. You may email your application to ataverniabetts@sbcglobal.net to reserve your space then send in this original application and your payment to the address provided below. Call 775-722-3820 if you have questions.

Application & payment must be received by August 6th.

Mail to: Soroptimist International of Reno
Attn: Anne Tavernia-Betts
P.O. Box 12966
Reno, NV 89510

LIABILITY RELEASE FORM [Please Sign]

The undersigned agrees to hold Soroptimist International of Reno and/or any of its members harmless from any and all liability for damages to persons or property, and from any claims for theft, death, personal injury, or property damage. In addition, the undersigned assumes all responsibility for damages to the area used and agrees to leave the area in a clean and orderly manner and condition. Soroptimist International of Reno and/or Washoe County Parks reserves the right to ask an exhibitor to leave for any reason.

Signature _____ Date _____

Thank you for supporting Soroptimist International of Reno !

Vendor Fact Sheet

- What:** **Western Marketplace and Exhibition**
At the 6th Annual Cowboy Poetry and Music Gathering
Presented by Soroptimist International of Reno
- When:** **Saturday, August 20, 2011 ~ 10:00 a.m. to 6:00 p.m. (sales hours)**
- Where:** **Bartley Ranch Regional Park, Reno, Nevada**
- Cost:** **\$50.00 per 10' x 10' space**

All vendor spaces are 10' by 10', located outdoors on grass behind the Western Heritage Information Center at Bartley Ranch Park. Special accommodation may be made for those needing a concrete surface. Those will be allocated on a first-come first-served basis as available.

Vendor set-up is from 8:00 a.m. to 10:00 a.m. on Saturday morning. Teardown is 6:00 p.m. to 7:00 p.m.

Sales are open from 10:00 a.m. to 6:00 p.m., Saturday only.

Vendors are to provide own table, chairs, table coverings, and canopy. Washoe County Parks restricts staking of canopy poles and other objects into the grass to protect the underground irrigation. If utilizing a canopy, the poles should be weighted using sandbags or 5-gallon buckets filled with water or other such weighting options.

The Western Marketplace and Exhibition is part of Soroptimist International of Reno's 6th Annual Cowboy Poetry and Music Gathering. The Marketplace venue will have craft/art product sales booths and western-themed demonstrations including fiber weaving, dutch oven cooking, and open-microphone cowboy poetry reading. We are expecting a good crowd during the day as the park has other events occurring including the Northern Nevada Food Bank appreciation picnic. Also, attendees of our evening Cowboy Poetry event will arrive at the park between 4:30-6:00 p.m. and will be encouraged to visit the Marketplace. Signage for the Marketplace will be placed on Lakeside Drive near the entrance to Bartley Ranch.

Thank you for participating. Soroptimist International is a 501(c)(3) service organization improving the lives of women and children locally and internationally. Your booth fee is tax deductible.

Contact Information: Anne Tavernia-Betts
775-722-3820
ataverniabetts@sbcglobal.net