



**Las Vegas**  
Hawaiian Civic Club

## 3<sup>rd</sup> Annual “Spring into Wellness” Health Expo

**Sunday, June 4, 2023, 11:00AM – 4:00PM**

Location: Las Vegas Buddhist Sangha, 4110 N. Martin Luther King Blvd.,  
North Las Vegas, NV 89032

**Application cutoff – Noon, May 26 – \$50 Holding Fee (refundable)**

***This is an indoor event for all Vendors except Food Truck – Vendor Spots are First Come, First Served***

**GENERAL TERMS & CONDITIONS:** Read all your material carefully. Your signature on the application indicates you accept all terms & conditions. The Las Vegas Hawaiian Civic Club (LVHCC) is not responsible for incidents/events that may occur due to lack of knowledge of these rules & regulations including failure to obtain insurance.

1. Application for Booth Space: Vendors will be assigned spaces as they register. During the event, Vendors will not sublet booth space nor will Vendors exhibit or permit any merchandise sales other than specified. LVHCC reserves the right to designate where Vendors may present their displays. LVHCC reserves the right to terminate any Vendor application for just cause.
2. Vendor Check-in: Check-in will occur as Vendors arrive. Food truck & Craft Vendors will present a Certificate of Insurance naming LVHCC and the Las Vegas Buddhist Sangha (LVBS) as “Additional Insured” in public liability, bodily injury, & product liability coverage. Information vendors may get insurance; however, this is not a requirement.
3. Vendor Logistics: **Vendor set-up begins at 9:30am the day of the event.** Vendors will be provided one 6-foot table and 2 chairs and should bring their own tablecloths. This is a smoke/vape free event (no tobacco, vape, cigarette, cigar, pipe, e-cigarette, CBD/THC, or other smoke products used or sold). Vendors may not sell or display items designed to be used as weapons of any kind or items deemed distasteful or non-family oriented. Food truck vendors: no alcoholic beverages will be sold during this event—we also request no carbonated drinks be served. No vendor may sell or give away water as LVHCC will conduct water sales.

Once we reach the building capacity for vendors, a Vendor Wait List will be created. LVHCC will inform Vendors on that list if spaces open up after the May 22 deadline.

4. Craft/Food Vendors: Ensure you have your required permits, business licenses, and all your fees are paid prior to check-in. Food Vendors must show a copy of your Southern NV Health Department (SNHD) TFE Permit, with payment completed to SNHD no later than seven (7) days prior to the event, during check-in. SNHD Inspector may ask to see permit & receipt.

Vendors selling pre-packaged food with no tastings are considered craft vendors and don't require a Temporary Food Establishment (TFE) permit. If Vendors do tastings a TFE is required. Food Trucks must have their TFE and pre-event fire inspection form completed before the event. Vendors without the requisite permits & licenses will not be allowed to operate at the event and the holding fee will not be returned. Vendors withdrawing by May 26 will receive a holding fee refund. No show Vendors will lose their holding fee.

Food Trucks will have 2A10BC & Class K fire extinguishers on-hand certified through June 30, 2023 and must place an oil/grease resistant tarp coverings under their cooking area to ensure no staining due to oil/grease/food preparation—Cardboard will not be used. Vendors conducting cooking on-site are responsible for removal of gray water and oil/grease. Absolutely NO DUMPING of these waste products on-site or in any storm drains nor will dishwashing on-site occur. Vendors dumping will be held responsible for any/all fines.

5. Sales activities: Vendors will restrict sales, displays, etc. to their booth locations. Distribution of materials, sales outside your location, or “walking sales” is prohibited. Unauthorized solicitation by non-Vendors who did not submit a Vendor application is strictly prohibited. LVHCC reserves the right to restrict or reject any Vendor which may be objectionable or not in keeping with the character of the event.
6. Inspections: Inspections by Clark County and the Southern Nevada Health District of Food Truck and food vendors conducting tastings are anticipated to start at 10:30am the day of the event. All Vendors are required to clean up their own space and LVHCC will inspect prior to releasing Vendors to ensure the location is returned in a trash free, broom-clean, unstained condition. Vendor spaces returned with food oil/grease staining that requires steam cleaning by the location landlord will be responsible to pay the landlord for the cleaning.
7. Nevada Department of Taxation Requirements: Nevada requires all Vendors transacting sales to charge and pay Nevada sales tax (8.375%) and are required to have a Sales & Use Tax Permit displayed. LVHCC will provide One-time Sales Tax Forms at Vendor check-in with instructions on how to complete it.

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Business Name: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Email Address: \_\_\_\_\_ Nevada Tax ID# \_\_\_\_\_

Information    Craft    Healthy Cooking Demo    Food Truck    Exercise/Dance/Hula

Return this application & \$50 holding fee (cash or check made out to “LVHCC”) to 7260 W Azure Dr., STE 140-1052 Las Vegas, NV 89130. Application may be emailed to [lasvegashcc@gmail.com](mailto:lasvegashcc@gmail.com) & SQUARE or PayPal used to pay the \$50 (additional fees will apply).

**Check-in/Set-up: 9:30am**

**Event ends/Clean-up begins: 4:00pm**

Hold Harmless Agreement: I hereby agree that the LVHCC & Las Vegas Buddhist Sangha will not be responsible for any damages, personal accidents, or stolen goods during this event. Any/all damages onsite will be fixed by the person/persons responsible for the damages.

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

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**LVHCC USE ONLY** Application Received: \_\_\_\_\_