

Greetings!

Nevada Rural Communities Summit is pleased to announce Exhibitor tables will be offered as a first come, first served basis dependent on availability, and at no cost. An 8-foot rectangle table and two (2) chairs will be provided. The tables will be located on the hard packed dirt floor at the Churchill County Fairgrounds, Rafter 3c Arena. Specialty carpet and electrical are not provided or available for rental. Arrangements for larger tables are also unavailable.

Setup arrangements shall be completed between 8:30 A.M. - 11:00 A.M. on Monday, October 28th.

- Exhibitors shall bring only hand-carried materials into the arena.
- Exhibitor packing boxes must be out of sight and may be kept under the 8-foot rectangle table if covered by an Exhibitor's tablecloth.
- Retractable banners are permitted and must be secured. Event Organizers may request removal of banners for unsafe conditions.
- Exhibitors shall discuss, show, explain and demonstrate only those goods or services the Exhibitor sells or conducts in the ordinary course of business.
- Any political signs or campaigns on behalf of or in opposition to any candidate for elective public office is prohibited.
- Exhibitors shall comply with all applicable federal, state, and local laws and regulations.
- Exhibitors are required to carry general liability insurance.
- Tables shall not be dismantled or removed until the Summit has officially closed on Tuesday, October 29th, and all items must be dismantled immediately after.

Churchill County Fairgrounds, Rafter 3c Arena and Event Organizers are not responsible for Exhibitor activities or property. The Exhibitor understands that neither Churchill County Fairgrounds, Rafter 3c Arena nor Event Organizers maintain insurance covering Exhibitor's property, and it is the sole responsibility of insurance to be obtained by the Exhibitor. General liability insurance coverage is required with limits of a minimum of \$1,000,000 per occurrence, \$2,000,000 aggregate. Churchill County Fairgrounds, Administration for Children and Families, Community Chest, and Nevada Community Action Association must be named as additionally insured and should be enforced October 28-29, 2024. Churchill County Fairgrounds, Rafter 3c Arena and Event Organizer's will not assume any liability by providing overnight security. The Churchill County Fairgrounds, Rafter 3c Arena is kept locked during non-operational hours.

For table requests, please complete an Exhibitor Application Request Form and forward to Vivian Ruiz at vruiz@nevadacaa.org. Tables must be requested in advance. We look forward to you joining us to address rural community needs in Nevada.

NEVADA RURAL COMMUNITIES SUMMIT
EXHIBITOR APPLICATION REQUEST FORM

EXHIBITOR INFORMATION:

Exhibitor Name _____

Mailing Address _____

City _____ State _____ Zip _____

Email _____

Office Phone _____ Cell _____

Contact Person _____

EIN # _____

By signing this form, I acknowledge that this does not serve as a promise of the application's approval as an Exhibitor.

It is also understood that I shall be liable for my own general liability insurance and Churchill County Fairgrounds, Rafter 3c Arena and Event Organizers shall not be responsible for any damage, injuries, or cost to any person or property that may be incurred during the use of the event facilities. General liability insurance coverage is required with limits of a minimum of \$1,000,000 per occurrence, \$2,000,000 aggregate. Churchill County Fairgrounds, Administration for Children and Families, Community Chest, and Nevada Community Action Association must be named as additionally insured and should be enforced October 28-29, 2024.

PRINT NAME _____

SIGNATURE _____ DATE _____

Completed applications and Certificate of Insurance (COI's) are to be submitted to Vivian Ruiz at vruiz@nevadacaa.org. COI's must be submitted no later than October 21, 2024.