



# National Trails Day Celebration 2011



Saturday, October 1, 2011

Sponsored by the City of Henderson  
Parks and Recreation Department

# EXHIBIT SPACE APPLICATION

Location: Promenade at the Pavilion

Organization: \_\_\_\_\_

Contact: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_\_ ZIP: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

email: \_\_\_\_\_

Description of what your exhibit will feature: \_\_\_\_\_

\_\_\_\_\_

- Exhibit space is free.
- Each exhibitor will be provided with a standard 10' x 10' exhibit space. A limited number of larger spaces may be available upon request. All exhibit spaces are on a concrete surface.
- The exhibitor provides all supplies needed for their exhibit space, including but not limited to shade structure, tables, chairs, and exhibit materials. Shade structures cannot be staked and must be weighted down.
- Event hours 9:00 a.m.-1:00 p.m.
- Setup 7:30 a.m.-8:30 a.m. All vehicles must exit the event area by 8:30 a.m.
- Exhibitors will receive a site map and setup instructions one week before the event.

### Exhibitor checklist:

- The exhibitor has a direct connection to trails and/or outdoor recreation.
- The exhibitor will provide its group's logo in electronic format to be used for event marketing.
- The exhibitor is interested in selling outdoor recreation equipment and related merchandise and understands that a vendor services contract, resale tax permit, insurance, and product approval are required prior to Aug. 31, 2011. Exhibitors interested in selling merchandise are required to pay a \$25 booth rate.
- The exhibitor will bring swag (donated items to be given away at the booth).
- The exhibitor will donate a trail/outdoor recreation oriented item for a raffle. No-cost tickets will be available to all participants who complete an event survey.
- The exhibitor will provide a time to have their expert speak at their booth. Times will be advertised at the event to encourage participation.

*\*This is a National Trails Day Celebration, so all exhibitors must have a connection to trails and/or outdoor recreation or relate to the event goal of strengthening the trail community.*

**Complete the back side of this form.**

**Deadline Sept. 10, 2011**  
Exhibit space is free to qualified organizations and groups.  
Standard space size 10' x 10'  
Larger space may be available upon request.

The annual National Trails Day Celebration sponsored by the City of Henderson offers a unique opportunity for trail and outdoor-oriented organizations and groups. National Trails Day promotes awareness of local and regional trails throughout the Las Vegas Valley and attracts hundreds of outdoor enthusiasts from Henderson and surrounding communities. It is the largest and most visible trail event in Southern Nevada.

The 2011 event will be held at the Promenade at the Pavilion, located adjacent to The District at Green Valley Ranch, Henderson Multigenerational Center, Paseo Verde Library, and easily accessible from the 215 Beltway.

### Why are we hosting this event?

- Celebrate National Trails Day
- Increase awareness and use of local and regional trails throughout the Las Vegas Valley and surrounding communities
- Provide an opportunity for trail users to learn and interact with trail and outdoor organizations and groups

### Who can exhibit?

- Government organizations that provide trails and outdoor opportunities.
- Established organizations, friends of groups, partnerships, societies, foundations, associations, and user groups that promote or advocate for trails and outdoor opportunities.
- Businesses with a connection to trails and outdoor opportunities.
- All other groups deemed by the National Trails Day Committee to promote, provide, or advocate for trails and outdoor opportunities. A business license and/or other governing documents may be required to provide proof of an established organization.

### What do we want your group to do at our event?

- Promote your organization or group and its connection to trails
- Engage participants so they visit your exhibit and learn about what you have to offer
- Create an interactive booth/display/activity so participants will remember your information/education/message
- Promote your upcoming trail and outdoor recreation opportunities

# EXHIBIT SPACE APPLICATION

## Hold Harmless Agreement

By acceptance of this application to participate in the National Trails Day Celebration sponsored by the City of Henderson October 1, 2011, the applicant (its officers, directors, agents, employees, representatives and/or members) agrees to defend, indemnify and hold harmless, City of Henderson, as well as each entity agent, employee, volunteer, and/or representative, from and against any loss, claim of loss, injury (including, by not limited to, personal injury), damage (including, but not limited to, property damage), liability or other expense (including, but not limited to, reasonable attorney's fees and court costs), claimed by or resulting from a third party or the applicant (or any officer, director, agent, employee, representative of the applicant), that arises out of, or is in any manner related to, any act or failure to act by the applicant (its officers, directors, agent, employees, representatives, and/or members) in connection with the applicant's participation in this event.

The undersigned has read this agreement carefully, agrees to comply with the rules and regulations and represents that he/she has the authority to execute this agreement on behalf of the party for whom he/she is signing.

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Print Applicant(s) Name

Date

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Applicant(s) Signature

Organization/Group Name

### **Applicant must submit the signed Exhibitor Application form and Hold Harmless Agreement.**

Email: Jennifer.Magby@cityofhenderson.com

Fax: 702-267-2951 to the attention of Jennifer Magby, Outdoor Recreation coordinator

Mail: Henderson Parks and Recreation Dept.

Attn: Jennifer Magby, Outdoor Recreation coordinator

240 Water Street

P.O. Box 95050

Henderson, NV 89009-5050

*All applications will be reviewed as received and applicants will be notified of selection via email.*

For questions, contact:

Jennifer Magby at 267-4050 or Jennifer.Magby@cityofhenderson.com

Bill Laub at 365-2024 or Bill.Laub@swgas.com



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