



## **Booth Rental Guidelines**

### **October 4<sup>th</sup>, 5<sup>th</sup> & 6<sup>th</sup>, 2024**

The attached for is an application for **Booth Rental** at the 16th Annual Lebanese American Festival held on October 4, 5 & 6, 2024 and will be reviewed by the Festival Committee. If your request is denied, you will be sent a prompt refund.

By completing this application, you are stating you have read and accepted the following terms:

1. Booths will be opened and manned from:
  - **Friday**, October 4 @ 4 pm to 11 pm
  - **Saturday**, October 5 @ 4 pm to 11 pm
  - **Sunday**, October 6 @ 2 pm to 9 pm

Any items left on the property are the responsibility of the owners and exhibitors. St. Sharbel Maronite Catholic Church of Las Vegas and Festival Committee are not held liable for any lost, stolen or misplaced goods or equipment.
2. **Due to strict rules imposed by the county, vehicle access to the St. Sharbel Maronite Catholic Church grounds will be VERY limited. Please plan on loading and unloading at the street entrance.** Vehicle drivers and the booth they represent will be responsible for any damage to City property. Bring your own helpers, volunteers and carts or wagons to carry your items to your assigned booth.
3. If you provide your own tent for the event, **no staking is allowed, and regular charges still apply.** Tents will be available for rental spaces by or before 12 noon on Friday.
4. **Please list all products and/or services** that your organization will be promoting at the 16<sup>th</sup> Annual Lebanese American Festival. We believe in fair competition; however, one Booth cannot feature several Categories. You must choose one and identify what you are selling.
5. All sales will be on a cash basis. St. Sharbel Maronite Catholic Church of Las Vegas and/or its Volunteers and Festival Committee **cannot provide a credit machine** or ATM access and will not be held liable for any lost, misplaced or stolen cash at your Booth.
6. Space rental is 10' X 10' and comes with two (2) complimentary Admission passes a day for all 3 days as a vendor. Your Staff may use these passes. St Sharbel Maronite Catholic Church and or the 16<sup>th</sup> Lebanese American Festival and its committee will not be able to furnish you with any additional passes unless you purchase it. You will receive **1 table and 2 chairs** with the tent rental, additional tables and chairs are available for a fee of **\$15 for one table and \$6 for each chair**. Please let us know in advance if you need additional tables and chairs.
7. Sharing booth space by businesses is **not permitted**. Nonprofit organizations must indicate on the application if space is being shared with another nonprofit organization.

8. All Non-alcoholic and alcoholic beverages will be provided in separate beverage stations, no beverages are allowed/sold at any other booths/stations or kiosks except in the designated areas No Exceptions.
9. **Lighting and Generators** are Limited to what we normally consume. Any additional Generators and/or Lighting must be paid and furnished by the vendor with a prior approval/notification to the Festival Committee. (Mostly applies for the Games)
10. **Raffles** are restricted to non-profit organizations and must be stated on your application.
11. **Refunds** will not be given if you decide to cancel your booth after September 5, 2024 for any reason (including weather) or fail to show at the Festival.
12. **Applications** must be turned in no later than **September 1, 2024**, to ensure a prime space.
13. **Pictures and videos** will be taken before, during and after the event for promotional purposes. Your signature on this application is also an agreement for use and release of any pictures or videos.
14. **Booths** must not conflict with Festival standards or offerings. For example, a booth that sells **food or beverages will not be allowed.**
15. **Booth pricing** includes all 3 days of the festival and must be paid in full at the time of application.

**16<sup>th</sup> ANNUAL LEBANESE AMERICAN FESTIVAL**  
**10325 RANCHO DESTINO RD.**  
**LAS VEGAS, NV 89183**

**Email:** [stsharbel.lv@gmail.com](mailto:stsharbel.lv@gmail.com)

**Website:** [Lebaneseamericanfestival.com](http://Lebaneseamericanfestival.com)

**Booth Rental Application**  
**October 4<sup>th</sup>, 5<sup>th</sup> & 6<sup>th</sup>, 2024**



OrganizationName \_\_\_\_\_

Contact Name \_\_\_\_\_

Address \_\_\_\_\_

City, State Zip \_\_\_\_\_

Phone \_\_\_\_\_ Cell \_\_\_\_\_

Fax \_\_\_\_\_

Email \_\_\_\_\_

Website \_\_\_\_\_

**\*Products/Services** \_\_\_\_\_

**Please note that we ENCOURAGE fair competition. However, you may NOT sell in the same Booth/space several different categories goods that are featured elsewhere. Such as Accessories/Jewelry may not include clothes or Souvenirs.**

Booth Type 10'x10' (Select one)	Price Each	Quantity	Additional		Total
			Table	Chair	
Side Location (Single)	\$600	_____	_____	_____	
1 Corner (Single)	\$700	_____	_____	_____	
Front Location (Single)	\$800	_____	_____	_____	
<b>Each booth included 1 table &amp; 2 chairs</b>			<b>\$15 each</b>	<b>\$6 each</b>	

Regardless of your nonprofit organization status, you will donate all income to our Mission. This application must be completed and accompanied with full payment. You may make your donation at the end of the festival. **PRIZE/GIVEWAYS**

Do you plan on offering a prize or giveaway? Yes                  No  
 Please list all prizes to be given away: \_\_\_\_\_

Only Certified Funds (Cashier's check or Money orders only) will be accepted with your signed agreement to be considered all made out to St Sharbel mission of Las Vegas. Send application & payment to:  
 St. Sharbel Maronite Catholic Church  
 10325 Rancho Destino Rd  
 Las Vegas, NV 89183

For questions or comments please call Juliette Hanache at 702-616-6902. Payment is a donation to a Non-profit organization (St Sharbel Maronite Catholic Church). The applicant agrees that all information provided is true and consistent with the rules and regulations of the 16<sup>th</sup> Annual Lebanese American Festival. Any misrepresentation shall disqualify the applicant from participation in the 16<sup>th</sup> Annual Lebanese American Festival.

**16th ANNUAL LEBANESE AMERICAN FESTIVAL, 10325 RANCHO DESTINO RD, LAS VEGAS, NV 89183. Email: stsharbel.lv@gmail.com Website: [www.lebaneseamericanfestival.com](http://www.lebaneseamericanfestival.com)**

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Name**

\_\_\_\_\_  
**Date**