



Vendor Agreement Form

NWBRA Finals – James Kjerstad Center Indoor

Rapid City, SD

June 14-16, 2024

Agreement: in accepting the opportunity to participate as a vendor in the James Kjerstad Event Center Indoor Arena for the NWBRA Finals on June 14-16, 2024, I do hereby accept the following listed conditions and limitations:

Space Rentals:

- Standard Space \$50/day (to be paid in advance by check)
- Includes: one – 8’ table and 2 chairs included
- Size: one 12’x12’ booth or trailer (we reserve the right to place trailers where needed)
  - Booth
  - Trailer- size \_\_\_\_\_x\_\_\_\_\_

Use of electricity is \$20/ weekend paid by vendor – electric needed? Yes No

Booth limited to vendor may area unless other arrangements have been made with NWBRA

Number of spaces requested: \_\_\_\_\_ Total space price \$ \_\_\_\_\_

Preferred booth location see map:

1st choice: \_\_\_\_\_ 2<sup>nd</sup> choice: \_\_\_\_\_ 3<sup>rd</sup> choice: \_\_\_\_\_

Terms

- payments deadline: June 1, 2024
- make checks payable to NWBRA, Mail to: NWBRA, 43287 146<sup>th</sup> St, Webster, SD 57274

Set up hours

- Thursday, June 13, 2024            6 pm -9 pm
- Friday, June 14, 2024            8 am- noon

Teardown

- Sunday, June 16, 2024            5 pm to 10 pm

Vendor tradeshow hours

- Friday and Saturday June 14 and 15    8 am to 8 pm
- Sunday June 16                            8 am to 5 pm

Company Name: \_\_\_\_\_ Telephone: \_\_\_\_\_

Your Name: \_\_\_\_\_ Email: \_\_\_\_\_

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

State: \_\_\_\_\_ Zip: \_\_\_\_\_

Types of items and services sold: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

VENDOR signature of Acknowledgement: \_\_\_\_\_

For more information contact Elaine Hagen at 605-237-8681

Office use only

amount received \$ \_\_\_\_\_ Check# \_\_\_\_\_ Booth space total \$ \_\_\_\_\_

Booth # \_\_\_\_\_

If vendor provides a door prize or award to be give out at the finals, discount will be given to vendor.