



# On-Site Vendor Sales

## Participation Form

NATA AT Expo Exhibitors can sell their products on the Show Floor! Avoid the hassle of shipping and allow attendees to try out and purchase your product directly from your booth.

**By filling out company/contact info below, you acknowledge and accept all rules listed below\*:**

**Company Name:** \_\_\_\_\_

**Booth Number:** \_\_\_\_\_

**Onsite Contact Name:** \_\_\_\_\_

**Onsite Contact Phone:** \_\_\_\_\_

**Onsite Contact Email:** \_\_\_\_\_

### Rules and Regulations:

- Participating exhibitors must charge the correct sales tax (8.25%) for each sale. Exhibitors are required to issue a receipt for each purchase containing company name, time and date of purchase, item description, item price and sales tax. To exit the hall, attendees will be required to show receipt to designated security in each hall if asked to show proof of purchase.
- Participating exhibitors must fill out "One Time Sales Tax Return" form, which will be provided by show management. This form must be filled out in entirety and submitted with payment to show management on-site before leaving the convention. All checks should be made payable to Nevada Department of Taxation.
- All exhibitors must have a sign visible in their booth signifying participation in On-Site Vendor Sales.
- Participating exhibitors are required to have a copy of Business Tax License and Reseller's Permit available in your booth.
- If an item is too large to hand carry, exhibitors must work with Freeman and is responsible for getting the item shipped to the attendee.
- International Exhibitors must clear all goods sellable goods on a "permanent basis" and pay the appropriate duties/taxes at the time the goods are imported into the country.
- If you do not complete and return the form by the May 31, 2019 you will NOT be permitted to sell items or samples from your booth space during the NATA AT Expo.

Exhibitors participating in this are urged to hire additional security and take additional precautions as NATA, Freeman and the MBCC are not liable for any lost, damaged or stolen merchandise.

### If you participate at 2 or more Nevada Events that allow selling on the show floor:

If you sell at more than two events in Nevada during a twelve-month period, you must register with the Department and obtain your own Sales & Use Tax Permit.

\* Failure to adhere to rules listed above may impact your standing for the 2020 NATA Convention as well as liabilities to the State of Nevada.

**Due Date: May 31, 2019**

**Email [sales@nata.org](mailto:sales@nata.org) for submission**

**QUESTIONS ABOUT THE PROGRAM?**  
Reach out to your Exhibitor Sales Managertoday at [sales@nata.org](mailto:sales@nata.org) or call  
972.532.8849