



**HELL CITY**

**P.O. Box 239**

**Rey. , Oh 43068**

**[WWW.HELLCITY.COM](http://WWW.HELLCITY.COM)**

**HELL CITY VENDOR PACKET**  
**APPLICATION RULES**

**Hellions,**

**Thank you for applying for a booth at the Hell City Tattoo Festival. Here are some simple guidelines to make everything nice and easy in getting your booth! Remember, you must also send a separate check or money order for the Board of Health temporary license fee. Print out and carefully read all of the forms. Your returned application must have the Vendor Application and payment, Temporary Board of Health license application and their licensing fee and the Hell City Sharps Agreement. Be sure to complete all forms legibly and thoroughly. Incomplete forms, missing or partial payment or late applications will be rejected. There are no exceptions to these rules!**

- Be sure to print, thoroughly complete all forms legibly and sign each form. Please return them with payment promptly to: Hell City Ltd., PO Box 239, Reynoldsburg, Ohio 43068.
- Be sure to include your booth payment and form, as well as the Hell City Advertising form with payment and artwork on disk or email art asap.
- Upon accepting each application, the new Hell City Tattoo Festival website will add Artist thumbnails and link to the Attending Artist page for each show. This will allow attendees and other artists to easily view who is working at The Hell City Tattoo Festival.
- Artwork for brochure and big screen ads can be emailed to [info@hellcity.com](mailto:info@hellcity.com).
- All artists and piercers must have current bloodborne pathogens and First Aid training certificates present and available upon Health Board Inspections on Friday at Hell City.
- The **Columbus Board of Health** temporary license form must include a separate check or money order, payable to Columbus City Treasurer for \$90. **Killumbus show only!** If this is not included, your application will be immediately rejected. This is extremely important! Please return them with payment promptly to: Hell City Ltd., PO Box 239, Reynoldsburg, Ohio 43068.
- Any application that is received, and does not have all necessary forms and payments will be returned. There are no exceptions!
- Be sure to include any extra artist fees with your booth payment.
- Once again, we reiterate you **MUST** send a separate check or money order payable to Columbus City Treasurer for \$90 to: Hell City Ltd., PO Box 239, Reynoldsburg, Ohio 43068. **Killumbus show only!**

# HELL CITY ARTIST/VENDOR APPLICATION

Thank you for your interest in being a part of The Hell City Tattoo Fest! This is your official invitation to be a part of this year's festivities. The sooner you send in your money, the better chance you have of confirming your booth for the festival. Booths are limited and are not guaranteed. The booth fee is \$700 and includes 3 passes per booth. Each booth is allowed two (2) working artists and one additional wristband for managers. Additional passes will be an extra \$100 for any additional working artists. Additional vendor payments must be mailed in with your booth payment and forms. Double booths MUST be pre-authorized with Hell City, and the cost is \$1500. It is the **vendors' responsibility** to fill out all local health board forms and send them in with full payment to Hell City with your booth payment and forms. \*(see attached Health Board form) Booths are 10' X 12' In order to reserve a booth, you **MUST** send in **FULL** payment with all applicable forms **60 days** prior to the festival, **no exceptions!** Payments or partial payments will not be accepted at the event. All booth payments are non-refundable after the 60-day deadline. If payment shows up late or without the vendor's application, needle agreement and health form, your booth will not be reserved, **there will be no exceptions!**

**\* You can also pay for your booth online at [www.hellcity.com/tickets-advertising](http://www.hellcity.com/tickets-advertising)\***  
**Mail the completed vendor application, advertisement form, and check or money order to:**  
**Hell City Ltd. P.O. Box 239 Reynoldsburg, Ohio 43068.**

**Business Name:** \_\_\_\_\_

**Business Address:** \_\_\_\_\_

**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip:** \_\_\_\_\_

**Business Phone:** \_\_\_\_\_ **Alt. Phone:** \_\_\_\_\_

**Web Site Address:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

**Attending Artist 1:** \_\_\_\_\_

**Attending Artist 2:** \_\_\_\_\_

**Additional:** \_\_\_\_\_

**Additional:** \_\_\_\_\_ **\$100.00 ea.**

**Number of Booths:** \_\_\_\_ **\$** \_\_\_\_\_ **Brochure advertisement:** \$ \_\_\_\_\_

**Total Enclosed:** \$ \_\_\_\_\_

## LIABILITY RELEASE FORM

I, do for myself, studio, and associates do hereby release, forever discharge and agree to hold harmless the Hell City Ltd. and the Hotel in which the event is held and the directors, agents, servants, contractors, and employees from any and all liability, claims, or demands for personal injury sickness or death, as well as property damages and expenses, of any nature whatsoever which may be incurred by the undersigned that occur while said is participating in this event. Furthermore, I hereby assume all risk of personal and client injury, sickness, death, damage and expense as a result of participation in this event.

I agree to examine and follow all pertinent laws, statutes, ordinances, rules, and regulations by the state and Hell City Ltd. I am responsible for all costs and liabilities arising from the use of patented, trademarked, copyrighted or serve mark materials, equipment, processes or creative rights.

Only the Hell City Tattoo Festival will display, license, sell and merchandise all event items. Hell City Tattoo Festival has the authority to approve or disapprove of all displays, promotions, sales, or merchandising of the products or services presented by me. Any of these things that are disapproved of by the Hell City Tattoo Festival will be removed from the premises and may be expelled from the event.

Illegal drugs, controlled substances, weapons, and racially or sexually offensive merchandise will not be permitted at this event.

I cannot sell, give or offer for sale any pictures or accounting of this event for publication without the written permission of Hell City Ltd. This includes any interviews or photo sessions not supplied by the Hell City Tattoo Festival.

I am responsible for any and all taxable sales of services or products sold at this event.

Hell City Ltd. reserves the right to terminate the license/contract granted by this agreement for good cause and in said event, I agree to waive and forego all claims for damages and recourse of any kind.

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Signature of Vendor

Date

# HELL CITY TATTOO FEST

## NEEDLE AGREEMENT

Attention Hell City Artists:

In order to comply with federal, state, and local regulations, the following protocol must be adhered to for contaminated sharps and regulated waste disposal.

1. All tattoo needles must be disposed of immediately after use into the regulated sharps container that has been provided for you. The entire needle/needle-bar configuration must be disposed of as a single-unit. DO NOT break, bend, or remove the needle configuration from the bar under any circumstance. To do so is a violation of federal law.
2. Disposable razors must also be disposed of directly into the sharps container. DO NOT dispose of razors into the general trash. DO NOT break, bend, remove, or re-cap the head of the razor under any circumstance. To do so is a violation of federal law.
3. All sharps containers must be maintained in an upright position throughout use.
4. DO NOT allow the sharps container to overfill. If a replacement is needed, please contact Durb Morrison or other authorized staff member.
5. Upon reaching the "fill" line, close & lock sharps container lid. Seal with duct tape or any sealable tape.
6. At the end of the show, close & lock sharps container lid. Seal with duct tape.
7. Cleaning contaminated equipment in public restrooms or private hotel rooms is STRICTLY PROHIBITED! Anyone discovered rinsing, scrubbing, or cleaning contaminated equipment on hotel/convention center grounds will be required to leave the premises immediately. No refunds will be given.
8. Any questions, please see Durb or other authorized Hell City representative.

Hell City would like to thank you in advance for your cooperation!

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By signing this document, I agree to follow the above protocol for contaminated sharps and regulated waste disposal. I understand that if I choose not to adhere to protocol that I will be asked to leave the show and I will be held legally liable for any instance or circumstance that may arise from my decision not to follow the outlined protocol.

\_\_\_\_\_  
Sign Name

\_\_\_\_/\_\_\_\_/\_\_\_\_  
Date

\_\_\_\_\_  
Print Name

**Application for a Temporary Tattoo / Body Piercing License KILLUMBUS ONLY!**

TYPE OF TEMPORARY LICENSE: Tattoo Service Body Piercing Service Tattoo & Body Piercing

**Instructions:**

1. Print and complete all applicable sections.
2. Sign and date the application
3. Make a separate check or money order payable to: **Columbus City Treasurer for \$90**

**Return signed application and mail \$90 additional check payment to:**  
Columbus Health Department / Tattoo & Body Piercing Licensing  
c/o HELL CITY P.O. Box 239 Reynoldsburg, Ohio 43068

**EVENT INFORMATION**

complete this form and return with check or money order for \$90 *License Fee is \$30 PER DAY of Hell City. TOTAL = \$ 90 FOR WEEKEND - FEE IS PER BOOTH, NOT PER ARTIST!*

**Name of Event:** Hell City Tattoo Festival / **Location:** Hyatt Regency - Columbus, Ohio

**Date(s) of Event:** \_\_\_\_\_ (write in dates)

**Starting Time:** 12 Noon / **Event Organizer:** Hell City Ltd.

**APPLICANT INFORMATION**

Before license application can be processed the application must be completed and the indicted fee submitted by check or money order only. Failure to complete this application and remit the proper fee will result in not issuing a license as well as your booth no longer being reserved. This action is governed by Chapter 3730.01 to 3730.11 of the Ohio Revised Code and the Hell City Tattoo Festival. Before opening a temporary operation the operator must complete the Event Information and Applicant Information sections below and pay all applicable fees by check or money order only no late than **60 days prior** to Hell City!

**Name of Business:** \_\_\_\_\_

**Business address:** \_\_\_\_\_

**City** \_\_\_\_\_ **State** \_\_\_\_\_ **Zip** \_\_\_\_\_

**Phone #** \_\_\_\_\_ **Fax #** \_\_\_\_\_ **State of Origin License Number** \_\_\_\_\_

**License Holder:** \_\_\_\_\_ **Title:** \_\_\_\_\_

**Name of license holder for Temporary:** \_\_\_\_\_

**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip:** \_\_\_\_\_

**Drivers License:** \_\_\_\_\_ **Issuing State:** \_\_\_\_\_

**I hereby certify that I am the license holder, or the authorized representative of the tattoo and/or body piercing establishment indicated above, and will comply with all requirements established by sections 3730.01 to 3730.11 of the Ohio Revised Code and all sections of Chapter 3701-9 of the Ohio Administrative Code.**

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Office Use Fields in Grey	Total License Fee for Event =	Total Fee Amount Paid
By _____	Audit no. _____	License no. _____
Date _____		

## **ADVERTISE IN THE OFFICIAL HELL CITY PROGRAM!**

Your studio has the opportunity to advertise in this years festival's full color brochure that will be distributed to everyone who enters the gates of Hell City. All hellions in attendance will be sure to see your studios ad in full color on high quality, glossy paper. The brochures contain schedule of events, seminar info, competition info, Hell City ballroom map, and studio advertisements.

- Full Page ad (5" x 8") \$250**
- Half Page ad ( 2.5" x 8" or 5" x 4" ) \$140**
- Quarter Page ad ( 2.5" x 4" ) \$ 80**

**\*Deadline for brochure ads is 60 days prior to festival!**

## **PUT YOUR STUDIO ON THE HELLISH BIG SCREENS!**

Hell City invites you to advertise on our big screens! You will be sure to get noticed by all the hellions while your ads blaze the big screens during the entire festival. These advertisements will run on the big screens all three days of the festival. Each ad is rotated in conjunction with event info and event footage. These screens are huge and full color, they cannot be missed! This is your chance to get your advertisement seen by everyone at Hell City!

- Ad on 2 giant screens: \$200**

Simply mail out this form with your payment and artwork. Artwork can also be sent via email to [info@hellcity.com](mailto:info@hellcity.com) Be sure to send all artwork as jpegs on disk or top quality copies of artwork, photos, business cards, or other ads. Artwork will not be returned, so be sure not to send original artwork.

***\*Deadline for all artwork is 60 days prior to festival!***

**Make checks or money order payable to:**

**Hell City Ltd.  
P.O. Box 239  
Reynoldsburg, Ohio 43068**