



DISPLAY INFORMATION RETURN FORM
Scan & Email

Agency Name (If Applicable):
Company Name (Name on Actual Display):

Address:
City: State: Zip:

Contact - (Pre-Event):
(Please put the name of the person who will be handling Pre-Event details)
Phone #:

E-Mail:
On-Site Contact: Cell phone #
(Please put the name of the person who will be handling the display at the event)

Setup Date: (Displays must be set up no later than end of day prior to the 1st Event Day of the Weekend)

Display Footprint Size: How many feet WIDE: How many feet DEEP:

Detailed Description of Display Components:

(Please include an overhead diagram, a photograph of the display and a detailed footprint layout with dimensions)

Will your display contain a tent? YES NO Dimensions:

Renting tent? YES NO Company renting from:

Bringing your own? YES NO

Will your display contain a trailer or car hauler? YES NO

Will a vehicle be a permanent part of your display? YES NO

If you answered "yes" to one or both of the previous questions, the following information is REQUIRED.

Make: Model:

Make: Model:

Will your display require a free-standing generator? (In order to comply with fire codes, I must know this information ahead of time to allow for proper spacing from one display to another.)

YES NO

Will you be scheduling phone and/or internet service hookups? YES NO

Have you sent CMS a current Certificate of Insurance? YES NO

Additional Information:

Four horizontal lines for additional information.



**DISPLAY SOUVENIR GIVEAWAY FORM**  
**Scan & Email**

Company: \_\_\_\_\_

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

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

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

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

PLEASE DESCRIBE IN DETAIL THE ITEM (S) YOU WOULD LIKE TO GIVE AWAY, INCLUDING LITERATURE, CANDY ETC. **ALL ITEMS ARE SUBJECT TO APPROVAL PRIOR TO THE EVENT WEEKEND.**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

BY SIGNING BELOW, I ACKNOWLEDGE, AGREE, AND ACCEPT THAT I AM STRICTLY FORBIDDEN TO SELL OR GIVE AWAY ANY SOUVENIR ITEM (S) WITHOUT EXPRESS WRITTEN CONSENT FROM SPEEDWAY MOTORSPORTS INCORPORATED.\*

**\*PLEASE REFER TO ATTACHED GIVEAWAY GUIDELINES FOR SPECIFIC DETAILS ABOUT RESTRICTIONS ON GIVEAWAY ITEMS.**

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

**MUST BE SIGNED TO VALIDATE CONTRACT.**

\*Item must be sent to the CMS account executive for approval at least 2 weeks prior to events. Artwork will suffice in lieu of actual product.

SOUVENIR "GIVEAWAYS": Giveaways of souvenir and novelty items are not considered approved unless the Director of Merchandising & Licensing and the Director of Sales sign this form. You may receive a copy of the signed form upon request.

Approved:

\_\_\_\_\_  
Director of Merchandising & Licensing

\_\_\_\_\_  
Director of Sales

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Please return to: Jason Hoyt - Email: [jhoyt@charlottemotorspeedway.com](mailto:jhoyt@charlottemotorspeedway.com)



## Event Security Request Form

<b>Event:</b>					<b>Promotion Name:</b>				
<b>Requested By:</b>					<b>Location:</b>				
Requested Hours					Actual Hours (Security Use Only)				
Number of Guards	Date	In	Out	Total Daily Billable Hours	Number of Guards	Date	In	Out	Total Daily Billable Hours
			Total Hrs	0				Total Hrs	0
			Total Amount	\$ -				Total Amount	\$ -

**Special Instructions:**

Date:

**CONTACT INFORMATION: (Required)**

Name (Prior to Event): Phone (Prior to Event):

Name (Day Of Event): Phone (Day Of Event):

CMS Sales Rep (Your Speedway Contact):

**BILL TO INFORMATION: (Required)**

Name:

Address:

Phone:

Customer E-mail Address:

*Please submit to Tom Vesey*

*Fax# 704-455-2547 / Tom Vesey 704-455-4476/ Day of Event Tom Vesey 704-507-5606*

*E-mail - [tvesey@charlottemotorspeedway.com](mailto:tvesey@charlottemotorspeedway.com)*

*\*To hire off duty Concord Police Officers call Secondary Employment Coordinator at (704) 920-5010 or fax requests to (704) 920-6970*

*or email [anderscr@concordnc.gov](mailto:anderscr@concordnc.gov) the rate is \$30.00 per hour*

*Rates: CMS Security \$17.00 Per Hr, Police \$30.00 Per Hr*

*During event contact: 704-455-3220*

***\*Please submit 30 days prior to first requested date\****