

Shenandoah Valley Equine Fair
Vendor Application

NAME OF BUSINESS: _____

CONTACT NAME: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

PHONE: () _____ CELL: () _____

EMAIL: _____ FAX: () _____

YOUR WEB SITE (if any): _____

PRODUCTS: *(Please list all items that you would like to sell or display. Contract space will be assigned based on this list. Once a contract is signed, you may not display or sell additional items without prior written consent.)*

If selling, give price range \$ _____ to \$ _____.

Will a microphone be used? Yes No *(Use is by permission only; volume low)*

Do you require electricity? Yes No

Available Spaces:

Main Hall 10x10 indoor \$150 per space x _____ spaces = \$ _____

Addition 10x10 indoor \$140 per space x _____ spaces = \$ _____

Annex 10x10 indoor \$130 per space x _____ spaces = \$ _____

MP Building 10x10 \$100 per space x _____ spaces = \$ _____

Outdoors (in front of buildings) 20x20 \$150/space _____ spaces = \$ _____

****Early bird special: 10% off booth space if you reserve by February 28, 2019****

(The exact layout of the location of booths, performances and demos will be posted as soon as we have an idea of numbers for this event, until then we will remain flexible and allow vendors to change buildings or booths on a first come first serve basis in the order in which they are received.)

Requests if any:

- **Augusta Expo & SVEF offers no exclusives.**
- **Augusta Expo & SVEF requires all vendors to remain set up and open during all advertised show hours.**
- All indoor spaces are 10'x10'. One 8-foot table and two chairs are included with each space unless otherwise specified on application.
- Expo reserves the right to reassign booth spaces. If reassignment is necessary, vendor will be notified in writing.
- Tents and tent toppers are not permitted indoors; however, tent frames may be used for displays.
- A check, credit card information or money order must be included with application to reserve booth. If application is not accepted check will be returned.
- A door prize valued at roughly \$50 can be donated in exchange for \$50 credit on the booth fee.
- Refund Policy: Augusta Expo will issue a 50% refund up to 60 days prior to the show date. **Beyond this NO refunds will be issued.**
- Expo is not responsible for accidents.
- Vendor must keep wares inside booth space and aisles clear.
- There will be no selling in the aisles.
- Handicap parking is for the handicapped only and we ask you, the Vendor, to park on the grass hill behind the building after you have unloaded.
- No Vendor vehicles are to be left at the front of the building once show begins.
- Vendor expressly agrees to indemnify and save Expo harmless from, and against any and all claims, loss, damage, injury, and liability however caused, resulting from, arising out of, or in any way connected to vendor's use or occupancy of the leased premises.
- Vendor is responsible for all licenses, permits, taxes, and insurance.
- Vendor shall not assign, transfer, or sublet their space without a new agreement being signed.
- Augusta Expo will save vendor's booth space for 1 week following the show.

I, _____, fully understand that if accepted I will only **sell in my booth items which have been handmade/handcrafted; including baked goods made by myself and of natural resources. I will have nothing for resale that has been manufactured.** If for any reason I have things different than stated above, I forfeit my space with no refund.

SIGNATURE (Lessee) : _____ DATE : _____

SIGNATURE (Lessor) : _____

Please remit to: 277 Expo Rd.
Fishersville, VA 22939
(540) 337-2552
www.augustaexpo.org | info@augustaexpo.com