



**FEBRUARY 25, 26 & 27, 2011**  
 TENNESSEE MILLER COLISEUM, MURFREESBORO, TN

**Company Information**

Company Name:		Contact Name:	
Phone #:	Cell #:	Fax #:	
Email:		Website:	
Mailing Address:	City:	State:	Zip:
Product Description <i>(must be included)</i> :			

**Exhibit Space Request**

	Quantity	Total
Exhibit Space 10' x 10' (includes two (2) work passes per 10x10)	X \$650 =	\$
Hard Line for Telephone (\$300)	<input type="checkbox"/> Phone Line Needed \$300	\$
<b>DEPOSIT POLICY:</b> A minimum of 50% of total booth rent must accompany signed contract if returned by September 1, 2010 with the balance due by December 1, 2010. After September 1, 2010, full payment must accompany signed contract. <b>Booth placement</b> will be made upon product sold and will be at the Promotional Coordinator's discretion. <b>All Road to the Horse show decisions are final.</b>		<b>Total</b> \$
		<b>50% Deposit</b> \$ <small>Due w/contract</small>
		<b>Balance</b> \$ <small>Due by 12-01-10</small>

**Payment**

**Method of Payment:**     Check Enclosed         Master Card         Visa         Money Order

**Amount of Payment:**     50% Deposit         Payment in Full

**Card #:** \_\_\_\_\_ **Exp Date:** \_\_\_\_\_ **Security Code:** \_\_\_\_\_

**Billing Address of Card Holder (if different than above):** \_\_\_\_\_

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

**AUTHORIZED SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**Agreement**

*We hereby acknowledge that we have read and understand the Exhibitors Rules and Regulations for Trade Show. No agreements or understandings whether written or oral, not contained in this contract or the Exhibitor Rules and Regulations will be binding upon the parties unless such an agreement is in writing and signed by an authorized representative of the Road to the Horse.*

**EXHIBITORS SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**Submit**

<p><b>Make sure that:</b></p> <ul style="list-style-type: none"> <li>▶ Contract has been signed and dated</li> <li>▶ Deposit or full payment enclosed</li> <li>▶ Rules and Regulations have been read</li> <li>▶ Proof of Insurance provided</li> </ul>	<p><b>Mail To:</b></p> <p>Road to the Horse          1300 CR 160          Sylvester, TX 79560</p>	<p><b>For More Information:</b></p> <p>325-736-5000          shortie@roadtothehorse.com          www.roadtothehorse.com</p>
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# ROAD TO THE HORSE 2011

## 2011 EXHIBITORS RULES AND REGULATIONS FOR TRADE SHOW

Rules and regulations governing the show have been briefly written to advise exhibitors of their privileges, restrictions and requirements. Any changes to the rules and regulations must be made prior to the opening of the show. Road to the Horse will be referred to as "RTTH" in the following.

- 1. RIGHT TO REFUSE** - Management reserves the right to determine the eligibility of any exhibition not in keeping with charter and purpose of the show. The Promotional Coordinator reserves the right to reject any applicant for space at any time, and reserves the right to regain possession of any space by refunding to the applicant or exhibitor the amount paid for the space.
- 2. REGULATION COMPLIANCE** - The decision of the Promotional Coordinator must be accepted as final in any disagreement between exhibitors or in the decision to remove from the show any exhibitor or his representative performing any act or practice which, in the opinion of the management, is objectionable. All matters not covered in these conditions are subject to the decision of the Promotional Coordinator.
- 3. BOOTH ASSIGNMENT** - Booth space will be assigned and given priority at the discretion of the Road to the Horse Promotional Coordinator. Exhibitor agrees to accept the booth space assigned and in extenuating circumstances, the booth can be reassigned without approval of exhibitor. Two or more firms may not exhibit in a single space unless approved by Promotional Coordinator. Exhibitor shall not sublet or apportion the whole or any part of the space assigned.
- 4. EXHIBIT INSTALLATION** - Exhibitors are to have trade show booths set up and ready by the designated time unless prior approval is given by RTTH. All labor necessary in setting-up or removing exhibits must be supplied by exhibitor.
- 5. BOOTH REMOVAL** - All exhibits must remain intact until the close of the show.
- 6. VIDEO EQUIPMENT** - No video equipment is allowed on the premises. No exceptions.
- 7. BOOTH DETAIL** - Any specialty electricity, carpentry, wiring connections shall be installed at exhibitor's expense and must be pre-approved. Electrical extension cords must be 3-wire with ground. All aisles must be kept free of equipment, displays, etc.
- 8. LIABILITY** - RTTH assumes no liability including but not limited to the following: RTTH is not responsible for anything that may be lost, destroyed, damaged or stolen and will be held harmless for any injury, death, or damage that may occur to an exhibitor, his or her employees, agents or property, or for loss as a result of theft, fire, accident or any other cause. Note: If requested by show management, exhibitors/participants must sign a release of liability form. Exhibitor agrees to protect, save and hold RTTH and/or any person, organization or corporation for whom RTTH contracts to serve as show management and/or facility forever harmless for any damages or charges imposed for violations of any law or ordinance, whether occasioned by the negligence of the exhibitor or others, as well as to strictly comply within applicable terms and conditions in the contract agreement between the facility and RTTH regarding the exhibition premises; and, further, exhibitor shall at all times protect, indemnify and hold RTTH and facility forever harmless against and from any losses, costs (including attorney's fees), damage, liability, or expenses arising from or out of or by reason of any accident or bodily injury or other occurrence to any person or persons, including the exhibitor's use of the exhibition premises or a part thereof.
- 9. TERMINATION** - If exhibitors fail to make payment required by the contract in a timely manner, RTTH may terminate that contract and exhibitor's participation in the event without further notice and without obligation to refund monies previously paid. RTTH is expressly authorized, but has no obligation, to occupy or dispose of any space vacated or made available by reason of action taken under this paragraph in such a manner, as it may deem best, and without releasing exhibitor from any liability there under. RTTH may also terminate the contract without any obligation on RTTH's part to refund any payments previously made and without releasing exhibitor from any liability arising as result of or in connection with such breach. If RTTH removes or restricts an exhibit which RTTH considers to be objectionable or inappropriate, no refund will be due to Exhibitor. Notwithstanding the foregoing, if RTTH cancels the event due to circumstances beyond the reasonable control of RTTH (such as acts of God, acts of war, governmental emergency, labor strike, or unavailability of the Exhibit Facility), RTTH shall refund to each exhibitor its exhibit space rental payment previously paid, minus a share of costs and expenses incurred, in full satisfaction of all liabilities of organizer to exhibitor.
- 10. CANCELLATION** - A WRITTEN notice of cancellation is required, by certified mail, and a cancellation fee of 25% of reserved booth space will be charged. Exhibitor is responsible for full payment of booth space contract if not canceled in writing by December 1, 2010. NO REFUNDS OR CREDITS.
- 11. NON-GUARANTEE** - RTTH makes no representations or warranties regarding the number of persons who will attend the show. Exhibitor understands that neither RTTH nor its agents or representatives guarantees attendance at RTTH nor any financial gain to any exhibitor participating in the show. Each exhibitor also understands that tickets to the show will be sold exclusively by RTTH and the exhibitor is not entitled to any proceeds from ticket or concession sales.
- 12. INSURANCE** - Exhibitor is required to obtain and maintain in full force and effect throughout the show the following insurance:  
for Trade Show Booth: Commercial General Liability written with limits of at least the following: Each occurrence - \$1,000,000; Personal & Advertising injury - \$1,000,000; General Aggregate - \$1,000,000; Products/Completed Operations Aggregate - \$1,000,000; Fire Damage (any one fire) - \$50,000; Medical Expense (any one person) - \$5,000. Coverage shall include: premises/operations, contingent liability for subcontractors, products/completed operations, personal injury, and contractual liability to insure the indemnification (hold-harmless) clauses contained in this Contract. A Certificate of Insurance for the exhibitor showing policy numbers, limits of liability and coverage, and expiration dates must be received by show management prior to Show or stall/booth space and fees are subject to forfeiture. Insurance shall be made out to Road to the Horse at Tennessee Miller Coliseum, 304 W Thompson Ln # B, Murfreesboro, TN 37129.
- 13. COMPLIANCE WITH LAWS AND REGULATIONS** - Exhibitor shall abide by and observe all federal, state, and local laws, codes, ordinances, rules and regulations and all rules and regulations of the Exhibit Facility (including any union labor work rules). All decorative materials used in displays must meet the flame proofing regulations of the Fire Department.
- 14. FOOD** - Exhibitor sales of food and beverage for consumption in the building is prohibited.
- 15. LIVE ANIMALS** - No pets or live animals will be permitted at any time.
- 16. COLLECTION** - If suit is instituted to collect past due amounts, Exhibitor agrees to pay actual costs and expenses of collection in addition to court costs and reasonable attorney fees and interest at the maximum prevailing rate.
- 17. REPRESENTATION** - No representations are/have been made unless in writing, in this contract.

# 2011 ROAD TO THE HORSE



## CONTRACT FOR TRADE SHOW SPACE

### Check In:

Check in at the office upon arrival. Your vendor packets will be picked up at that time.  
Each vendor will receive 2 badges per 10 x 10 booth space.  
Badges will be provided and must be worn for the entire show and for re-entry into the building.

### **NO ADDITIONAL BADGES WILL BE AVAILABLE FOR PURCHASE.**

If you need more than 2 people to work a 10 x 10 booth space, event tickets go on sale  
June 8, 2010 – NO EXCEPTIONS!

### Insurance:

Each vendor must provide proof of insurance as stated in section 12 of the 2011 Exhibitors Rules and Regulations with the DEPOSIT CHECK. If you do not have an insurance provider, insurance may be purchased through Road to the Horse for the event and must be paid in full by December 1, 2010. Non-profit Organizations must carry the same insurance as stated in section 12. NO EXCEPTIONS!

### Tables:

**THERE ARE NO TABLES AVAILABLE TO RENT**

### Tentative Show Hours (Please be in your booths before we open the doors at these times):

Friday February 25 – 9:00 am to 8:00 pm  
Saturday February 26 – 9:00 am to 5:00 pm  
Sunday February 27 – 8:00 am to 4:00 pm

### Set-Up Hours

Wednesday February 23 – 9:00 am to 9:00 pm  
Thursday February 24 – 9:00 am to 9:00 pm

**IMPORTANT - ANY BOOTH NOT SET UP BY 9:00 PM THURSDAY WILL HAVE THEIR SPACE REASSIGNED TO ANOTHER VENDOR WITH NO REFUND**

### Break Down Hours

Sunday February 27 – 5:00 pm to 9:00 pm  
Monday February 28 – 9:00 am to Noon  
No security in the building after 4:00 pm on Sunday. Road to the Horse is not liable for lost or damaged items.

### Shipping

**Shipment must not be delivered before February 21, 2011.**

Any Shipment for RTTH sent to facility before February 21 will be refused.  
Shipping address for the event facility:

**Tennessee Miller Coliseum  
ATTN: Promotion Coord. - Your company name  
304 W Thompson Ln # B  
Murfreesboro, TN 37129**