



# ROAD TO THE HORSE™

MARCH 22, 23, 24, 2019

ALLTECH ARENA - KENTUCKY HORSE PARK, LEXINGTON, KY

### Company Information

Company Name:		Contact Name:	
Phone #:	Cell #:	Fax #:	
Email:		Website:	
Mailing Address:	City:	State:	Zip:

### Products / Services *(Please include pictures of products and booth with this application.)*

List products / services you will market in your booth, as well as any products you will demonstrate (use additional pages if needed):

*Please note no food or beverage samples may be given out. No microphones may be used at any time.*

### Exhibit Space Request

	Quantity	Total
Exhibit Space 10' x 10' (includes two (2) work passes)	x \$900 =	\$
Corner Booth Option (in conjunction with 2 or more 10 x 10 booths)	---- + \$100 =	\$
Additional Work Pass (Limit of two (2))	x \$92 =	\$

<b>ALL ROAD TO THE HORSE SHOW DECISIONS ARE FINAL.</b>	<b>Total</b>	\$
<b>DEPOSIT POLICY:</b> A minimum of 50% of total booth rent must accompany signed contract if returned by September 1, 2018 with the balance due by December 1, 2018. After September 1, 2018, full payment must accompany signed contract. *Any balances still owed after 12-1-2018 will be subject to a \$100 late fee.	<b>Amount Enclosed</b> (50% Deposit Due w/contract)	\$
<b>BOOTH PLACEMENT:</b> Will be at the Vendor Coordinator's discretion.	<b>Balance</b> (Due by 12-01-18)	\$
<b>MERCHANDISE / SERVICE:</b> A description and pictures of merchandise and booth must be sent with signed contract.		

### Payment

**Method of Payment:**  Check Enclosed  MasterCard  Visa  Money Order

**Amount of Payment:**  50% Deposit  Payment in Full  Authorization to charge balance due on 12/1/18. Initial \_\_\_\_\_

**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 Ride the Remuda Productions.*

**EXHIBITOR'S SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

### Submit

<p><b>Make sure that:</b></p> <ul style="list-style-type: none"> <li>▶ Contract is signed and dated</li> <li>▶ Deposit or full payment enclosed</li> <li>▶ Rules and Regulations have been read and signed</li> <li>▶ Provide Current Proof of Insurance</li> </ul>	<p><b>Mail To:</b> Road to the Horse 2112 Montgomery St Fort Worth, Texas 76107</p>	<p><b>For More Information:</b> <a href="mailto:info@roadtothehorse.com">info@roadtothehorse.com</a></p>
---	---	--



## Road to the Horse 2019

### RTTH Marketplace Information

**CHECK IN** - Check in with the Vendor Coordinator upon arrival. Your vendor packets will be picked up at that time. Each vendor will receive 2 wrist bands per 10x10 booth space. Wrist bands will be provided and must be worn for the entire show and for re-entry into the building.

*If you require more than 2 people to work a 10x10 booth space, additional wrist bands may be purchased for \$92.00 each (limit 2).*

**INSURANCE** - Each vendor must provide CURRENT proof of insurance as stated in Section 12 of the Exhibitors Rules and Regulations BY January 15, 2019. **Non-profit organizations must carry the same insurance as stated in Section 12. NO EXCEPTIONS!**

**FIXTURES** - Road to the Horse provides carpeted floor and electricity. Exhibitor is responsible for all other items for their booth, including extension cords. There are several local, to Lexington, rental facilities where you can rent tables, chairs, pipe and drape, and other items.

**SHOW HOURS** – TBD

**LOAD IN HOURS & DATE** – TBD. IMPORTANT – Any booth not set up prior to the first day of the event, will have their space reassigned to another vendor, with no refund.

**RESTOCKING** - Restocking of Booths will NOT occur during event hours.

**BREAK DOWN HOURS** – Sunday March 24<sup>th</sup>, after the Marketplace is officially closed & Monday March 25<sup>th</sup> 8am – Noon. \*No security in the building after the conclusion of the event. Road to the Horse is not liable for lost or damaged items. **Exhibitors must wait until Marketplace is officially closed before breaking down and loading out. Any violations will result in a \$200 fine and being removed from our vendor list.**

**SHIPPING** – Shipments must NOT be delivered before March 18<sup>th</sup> 2019. Any shipment sent to RTTH before March 18<sup>th</sup> 2019 will be refused. RTTH or Kentucky Horse Park will NOT be responsible for lost or stolen merchandise.

Shipping address for the event facility:

**Kentucky Horse Park**

**ATTN: Road to the Horse - *Your Company name & booth number goes here***

**4089 Irons Work Pkwy**

**Lexington, KY 40511**

**ALLTECH ARENA WIFI ACCESS**- Wifi access will be available for vendors through the Kentucky Horse Park at the cost of \$150 for the duration of the Road to the Horse 2019 event. Please see the Vendor Coordinator if you are interested in purchasing Wifi access.

**RV CAMPING**- If you would like to utilize the RV Camp Grounds at the Kentucky Horse Park contact the Kentucky Horse Park Campground store at 859-259-4257 for reservations. Act soon as spots fill up fast!



**ROAD TO THE HORSE 2019**  
**EXHIBITORS RULES AND REGULATIONS FOR THE ROAD TO THE HORSE MARKETPLACE**

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 Vendor 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 Vendor Coordinator must be accepted as final in any disagreement between exhibitors or in the decision to remove from the show any exhibitor or his/her 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 Vendor Coordinator.

**3. BOOTH ASSIGNMENT** – Booth space will be assigned and given priority at the discretion of the Vendor 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 the Vendor 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. **There will be a \$200.00 fine if an exhibitor packs and loads out prior to the Exhibit Hall being officially closed on the last day of the event.**

**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.

\_\_\_\_\_ Exhibitor’s initials

**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 previous 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 the 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 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. CANCELLATON** – A WRITTEN notice of cancellation is required, by certified mail, and a cancellation fee of **50%** of reserved booth space will be charged. Exhibitor is responsible for full payment of booth space contract if not cancelled in writing by December 1, 2018. **NO REFUNDS OR CREDITS.**

**11. NON-GUARANTEEE** – 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 neither 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 CURRENT 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 Kentucky Horse Park 4089 Iron Works Pkwy, Lexington, KY 40511**

**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. Exception will be with approved food service vendors.

**15. LIVE ANIMALS** – No pets or live animals will be permitted in the Exhibit Hall without official documentation showing they are a service animal and approval by the Vendor Coordinator.

**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. If credit card payment is denied or a check bounces, there will be a \$50 fee imposed and payment must be made with a cashier’s check or money order.

**17. REPRESENTATION** – No representations are/have been made unless in writing, in this contract.

**Exhibitor’s Signature** \_\_\_\_\_

**Date** \_\_\_\_\_