



**SLNCHS VENDOR AGREEMENT**  
Hunter/Jumper Week is Sept. 12-16 (Wed-Sun)  
American Saddlebred Week is Sept. 26-30 (Wed-Sat).

**Please review the entire agreement before signing.**

Contact Name: \_\_\_\_\_

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

Address/City/St/Zip: \_\_\_\_\_

Office Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

E-mail: \_\_\_\_\_ Website: \_\_\_\_\_

**LIMITED SPACE AVAILABLE – RESERVE EARLY**  
Priority locations will be given to vendors reserving both events.

\_\_\_\_\_ **10 X 10 Inside booth(s)**  
Hunter/Jumper @ \$ 225 \_\_\_\_\_  
Saddlebred @ \$ 300 \_\_\_\_\_  
**Two week discount (Total \$525) \*Save \$50\* @ \$475** \_\_\_\_\_

\_\_\_\_\_ **10 X 20 Inside booth(s)**  
Hunter/Jumper @ \$ 400 \_\_\_\_\_  
Saddlebred @ \$ 500 \_\_\_\_\_  
**Two week discount (Total \$900) \*Save \$80\* @ \$820** \_\_\_\_\_

\_\_\_\_\_ **Outside space(s) @ \$330/week** \_\_\_\_\_  
(110 volt, 10 amp service available on a limited basis, please contact us if you require additional power)  
**Two week discount (Total \$660) \*Save \$60\* @ \$600** \_\_\_\_\_

**Tables and chairs are not included in the price.** Please indicate your needs below.  
\_\_\_\_\_ 8' table, table cover & skirting, 2 chairs @ \$25.00 **per week, per set** \_\_\_\_\_

\_\_\_\_\_ **Camper space @ \$200 per week** \_\_\_\_\_

**TOTAL DUE:** \_\_\_\_\_

PLEASE NOTE, spaces will be clearly marked and limited to the dimensions noted above. You will be charged for any space used beyond the space you have reserved. Extra tables will NOT be available from the venue so be sure to reserve what you need.

**1. Booth space contract must be signed and PAID IN FULL by AUGUST 15, 2018.**

**2. Please make checks payable to the St. Louis National Charity Horse Show.**

*Posted maps will indicate your exact location, please contact Lynne Kloster with questions @ 314-518-8969 or email [lynneklo@gmail.com](mailto:lynneklo@gmail.com)*



BOOTH SPACE IS ON A FIRST COME FIRST SERVE BASIS, SO YOU ARE ENCOURAGED TO RETURN THIS CONTRACT PROMPTLY. YOUR RESERVATIONS CANNOT BE HELD UNTIL YOUR PAYMENT IS RECEIVED.

**CANCELLATION OF BOOTH SPACE** - A fifteen (15) day written notice prior to the first day of the show is required for a 50% deposit refund of the amount already paid. If the EXHIBITOR does not check in by 3 p.m. on the Tuesday of Hunter/Jumper or Saddlebred week, the space will be considered forfeited and the space may be reassigned to another EXHIBITOR. The defaulting EXHIBITOR will not be entitled to a refund.

**INSTALLATION OF EXHIBITS** - Exhibits may be assembled beginning at 9 a.m. on the day prior to the beginning of each show. We appreciate your efforts to have your exhibit assembled by the start of each show.

**REMOVAL OF EXHIBITS** - EXHIBITORS will be not be allowed to remove his/her exhibit in whole or in part prior to the end of the show hours on each week of the show without special permission. All exhibits must be removed by noon on Monday following each show

**CHARACTER OF EXHIBIT**-The SLNCHS reserves the right to restrict, prohibit, or remove any exhibits or exhibitors within the SLNCHS judgment may be offensive or detract from the general character of the show. This reservation includes persons, noise, items, conduct, printed material, or anything of an objectionable character, which may be detrimental to other exhibits or the show.

**LIABILITY & INSURANCE**- Neither the SLNCHS nor The National Equestrian Center at Lake St. Louis (NEC), nor the management of the show nor any office and or staff member of the above will be responsible for the safety of the property of exhibitors from theft, strikes, damages by fire, water, storm, vandalism or other causes.

EXHIBITORS are advised to carry floater insurance to cover exhibit material against damage and loss and public liability insurance against injury to the person and property of others. The EXHIBITOR is charged with knowledge of all local laws, ordinances, and regulations pertaining to fire prevention and public safety while participating in the SLNCHS. Compliance with such laws is mandatory for all exhibitors and the sole responsibility is that of the EXHIBITOR.

**SALES TAX**- All EXHIBITORS making sales during the show are responsible for the collecting and reporting applicable sales tax. Sales tax forms will be available on site.

**FIRE PREVENTION**- All booth decorations must be fire retardant. Electrical wiring must conform to National Electric Code Safety Rules. If inspection indicates that any EXHIBITOR has neglected to comply with these regulations, or otherwise incurs fire hazard, the right is reserved to cancel all or such part of his/her exhibit as may be irregular.

**CARE OF BUILDING AND EQUIPMENT**- EXHIBITORS or their agents shall not injure or deface the walls, ceiling, or floors of the building, the booths, or the equipment of the booths. The EXHIBITOR is liable for any property damaged.

**PETS**- Pets must be on a leash or in a crate at all times. EXHIBITOR must clean up after pet. EXHIBITOR is responsible for any damage caused by pet. SLNCHS or the NEC may ask that pet be removed if it is considered noisy, unruly or otherwise a distraction.

All the conditions and terms set forth on both sides of this application and contract are hereby made a part of this agreement, and the exhibitor agrees to abide by said conditions and terms at all times before during and after the show. All points not covered are subject to the decision of the management of the SLNCHS.

EXHIBITOR agrees that submission of booth payment implies agreement to all terms of this contract whether the contract is actually signed or not. **I agree to all the conditions and terms set forth on BOTH SIDES of this application and contract.**

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

Printed Name: \_\_\_\_\_ POSITION: \_\_\_\_\_

**Booth space must be PAID IN FULL by AUGUST 15, 2018 along with this signed agreement.**



**MAKE CHECK OR MONEY ORDER PAYABLE TO: St. Louis National Charity Horse Show**  
**MAIL TO: Lynne Kloster, 1421 Thomas Mason Place, St. Louis, MO, 63011.**

Amount Paid:        \$ \_\_\_\_\_        by: \_\_\_\_\_ Check \_\_\_\_\_ Cash

**FOR OFFICE USE ONLY:**

Received on \_\_\_\_\_        Amount Paid: \_\_\_\_\_        Balance Due: \_\_\_\_\_

Confirmation call made: \_\_\_\_\_ by: \_\_\_\_\_