



Shenandoah Valley Equine Fair Vendor Application

NAME OF BUSINESS: _____

CONTACT NAME: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

PHONE: () _____ CELL: () _____

EMAIL: _____ FAX: () _____

YOUR WEB SITE (if any): _____

FACEBOOK NAME OR LINK: _____

Booth Content: Please describe the nature of the business the booth will promote or the products you would like to sell at the SVEF. *(Contract space will be assigned based on this list.)*

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:

Indoor 10x10 \$150 per space x _____ spaces = \$ _____

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

FREE 10'x10' booth for 501c3 organizations _____ (a donation is greatly appreciated but not required.)

****Space in the main hall is limited due to the demonstration riding ring. Get your form in early in order to get a space in the main hall, this will be on a first come first serve basis.***

Requests if any: _____

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- **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.
 - 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.

MARKETING:

- Augusta Expo has permission to use your business name and products for marketing purposes for this show.
- Please do NOT start a new event for this on Facebook. All Vendors will be made "Co-Hosts" of the event and will be able to tag or add to the page as they would like.
- Vendor will provide Augusta Expo with at least 3 photos and/or video or their product or services for the purposes of advertising on social media.
- Vendor will provide Augusta Expo with any "language" appropriate for marketing their business on Social Media. (We want everything to sound and look just like you would like!)"

I, _____, **fully understand that if accepted the above terms.**

SIGNATURE (Lessee) : _____ DATE : _____

SIGNATURE (Lessor) : _____

Please remit to: 277 Expo Rd.
Fishersville, VA 22939
(540) 337-2552

www.augustaexpo.org | info@augustaexpo.com