

## VENDOR / EXHIBITOR APPLICATION Back Country Horsemen of Washington Rendezvous 2025 March 14 - 16, 2025

Please Print or Type and fill out completely

Commercial Vendor/Exhibitor	(Company), or Non-Profit	Organization Name:		
s this a Government Agency or Non-Profit Organization?If yes, a free 10x10 booth is provided and include no money with this application, when space is available.				
Please provide a brief descrip into our event advertising:	tion of what your business	,		
Contact Person(s):				
Address:				
City:				
Please included the following	and indicate the best way	to reach you:		
Home Phone: ( )	Work/0	Cell Phone: ( )		
F-mail·	Website <sup>.</sup>			

The Event Fee is due at time of registration. Registration deadline is December 31, 2024. New this year is the ability to register for a booth and pay booth fees with your credit card online at BCHW.org/2024 Rendezvous or return a check with this application.

SIZE OF BOOTH	COST
10x10	\$150
10x20	\$300
10x30	\$450
10x40	\$600

First Choice	Second Choice
Note: If you need electrical power for your exhi you and the KVEC to get power to your display.	bit space, please indicate here We will work with
Exhibitors must supply own electric BCHW and KVEC will provide 1 – 6' t	cords, BCHW nor KVEC has any available. able and 1 chair per 10 by 10 booth.
	Booth Size Cost:
Grand Total	enclosed with your application \$
Horsemen of Washington and its event planning paid or volunteer, who together will not be held equipment, property, livestock, or Personnel of	o hold harmless and free of liability the Back Country g committee, directors, management, employees, workers, responsible for any loss or injury that may occur to any the Vendor/Exhibitor, or persons attending the Event, or ing, but not limited to: fire, theft, vandalism, extreme
Please fill out this form completely sign and da	te your acceptance below. By your signature you agree to
all Terms and Conditions herein and those note	a in Additional Terms and Conditions (Attachment)

Please return this form along with the fees to:

Teri Starke Questions: Please call Teri Starke

P.O. Box 1132 Cell: (253) 709 5052

Ellensburg, WA 98926 Email: treasurer@bchw.org

The following is a list of Terms and Conditions for the 2025 BCHW Rendezvous. It is the Vendor/Exhibitor's responsibility to be familiar with the terms and to comply fully. Exhibitor(s) in violation of any term or condition may be asked to leave the KVEC and may be excluded from any future BCHW events.

- 1. We will try to fill your choice of booth venue; however, we reserve the right to assign all display space. The BCHW Vendor Coordinator/Committee will make all booth assignments.
- 2. Free Exhibitor parking is provided on the North Side of the Armory Hall, outside the gate by the Rodeo Arena. You may unload trucks trailers close to the building into your booth; then all trailers must be parked on the North Side of the Armory Hall outside the gate. If the weather is dry and footing is not muddy, "behind the chutes," area can be used to park excess trailers and vehicles. Speak with the parking crew to get directions to that parking area.
- 3. Vendor set up hours are Thursday 9am to 6pm and Friday 7 am to 9 am, you are required to be set up by 9am Friday. Vendors are to be open for the public for the entire event display hours: Friday 9am to 5pm, Saturday 9am to 5pm and Sunday is optional, event times are 9am to noon.
- Any raffle held in/at an Exhibitors' booth must be approved in advance by the BCHW Vendor Chair.
- 5. All Exhibitors are required to confine displays within their designated space.
- 6. All Dogs must be on leash at all times. You must clean up after your dog.
- 7. Returned Checks: exhibitors checks returned for insufficient funds will be assessed a \$75.00 Handling Fee.
- 8. Exhibitors will refrain from excessive noise from sound systems and will not interfere with the activities of any other exhibitor.
- 9. Local fire codes must be followed: no propane heaters, burners or open flame devices are allowed inside the building.
- 10. It is the responsibility of the exhibitor to clean their Booth after the event. A \$25.00 cleanup charge may be assessed for failure to observe this rule.
- 11. There will be no refund of fees for Cancellations after January 1st, 2025.
- 12. Exhibitor(s) must follow all applicable state and local regulations and are responsible for such.
- 13. Any deviation from the stated policies must be approved in writing by the BCHW Vendor Coordinator/Committee two weeks prior to the 2025 BCHW Rendezvous.

## **VENDOR SET-UP HOURS**

Thursday 9:00 AM to 6:00 PM Friday 7:00 AM to 9:00 AM

## **VENDOR TEAR DOWN HOURS**

Sunday if not staying open Noon to 3:00 PM You may start teardown at 9am on Sunday.

## **EVENT DISPLAY HOURS**

Friday 9:00 AM to 5:00 PM Saturday 9:00 AM to 5:00 PM Sunday Optional-9:00 AM to 12:00 Noon

For more information regarding Rendezvous: hotel or camping reservations, directions or information regarding our Saturday night dinner, auction, and entertainment - please check our website at <a href="https://www.bchw.org">www.bchw.org</a>.