



"A Brand Above the Rest"

Vendor Information and Application

Event Dates: Friday, September 22, 7:30 PM. Gates open approx. 5:30 PM
Saturday Day, September 23, 1:00 PM. Gates open approx. 11:30AM
 Saturday, September 23, 7:30 PM. Gates open approx. 5:30 PM

Event Location: PVRA Arena, 14336 Tierra Bonita Rd., Poway CA 92064

Avg. Attendance: 12,000 over the 2 day, 3 performance event.

Cost:

	Commercial Vendor Packaged Food Vendor	Food Vendor	Hand Crafted Vendor (to be determined)	Non-Profit	Donated
10X10 Space	\$300	\$550	\$200	\$50	\$50
10X20/30 Space	\$600	\$950/975	\$400		(service charge)

Terms and Conditions

- **Beverages:** No Vendor will be permitted to sell **bottled water or alcoholic beverages**. This is reserved for the Rodeo Committee only.
- **Retail Privileges:** Vendors are only allowed to conduct business within the confines of their rented space. No outside sales available.
- **Sound restrictions:** The use of any sound devices must receive **prior approval** of the Rodeo Committee and must be maintained at a conversational level to avoid interference with neighboring exhibitors and if found objectionable will be prohibited.
- **Vendor Spaces:** Space location will be determined by the Vendor Committee. All property must be contained in your booth. (You must fit everything in the space size you purchase) A Vendor who violates the boundaries of their rental space will be asked to leave. **No refund of fees will be granted.**
- **Security:** Vendor booths must be manned at ALL times while the gates are open for the entire 2 day, 3 performance event. There will be 24 hr. security on the grounds starting on Friday, when gates open, and ending on Sunday . It is the Vendors responsibility to keep valuables locked at all times. Security is **NOT** provided for individual booths/spaces. There will be security overnight but the grounds itself is not secured. The Poway Rodeo, Poway Valley Riders Association their officers, agents and employees, will not be responsible for losses of any kind, whether by fire, theft, vandalism, or acts of God. Please plan to wrap your booth at night, and security will keep unauthorized personnel out.
- **Power:** Each space will be provided with one 110v service. All vendors must supply a **PIGTAIL (to be able to get power)**, industrial extension cords and all lighting materials . Please call **10 days in advance** of the event for additional power needs. Additional 110v service will be \$50 each. Power over 110v will be \$100 each (Please call to arrange ahead or it will not be available). The grounds do not have "Permanent" power available for this type of event. Power available for Vendor use is "Temporary" by nature; therefore, Vendors assume all risk to

equipment by using supplied "Temporary" power. **PLEASE LET US KNOW IF YOU HAVE ANY UNUSUAL POWER NEEDS; FREEZERS, REFRIGERATORS, ETC.**

- **Ice:** If needed, please call in **ADVANCE** to order. Ice will be sold at rodeo cost.
- **Change:** There are no accommodations available to make change. Please be prepared.
- **Set-up:** To be completed between 9:00am and 2:00pm on Friday, 09/22/17. Check-in located at **main ticket gate**. All Vendors will be issued **2 badges per 10 x 10** (additional may be purchased for \$5.00 each per performance) and are required to be worn at all times. They will be color coded per day. If you need additional ones please let us know in **advance**. **VENDOR PASSES DO NOT INCLUDE FREE ADMITTANCE TO RODEO PERFORMANCES OR ADMITTANCE TO THE COWBOY HOSPITALITY AREA.** If you have a large trailer (or other vehicle) to set-up, please call to make arrangements or you may be turned away (**No refund of fees will be granted**). Ground is firmly packed soil, a carpet or tarp is allowed, but shavings or straw are not permitted.
- **Set-up:** We no longer allow you to use canopy (tent) stakes to secure your canopy; you still must use an anchoring device or sand bags.
- **During Rodeo:** After the Friday performance all vendors must leave the grounds by 11:30 pm. Grounds will reopen at 7 am Saturday Morning.
- **Breakdown:** **NO** breakdown will be permitted before the completion of the last event on Saturday 09/23/17, approximately 11:00 PM. Please leave your booth/space in the same condition as it was when you arrived. Clean up all trash and remove to a trash receptacle.
- **Insurance:** Before set-up, **ALL** Vendors must present the Poway Rodeo Committee with proof of liability insurance naming "Pro Rodeo Productions of Poway, Inc." as additionally insured.
- **Payment:** Complete payment must be received before a space is reserved. **Cancellations after 08/22/17 will forfeit partial payment.** Show Rain or Shine.
- **Sales Tax:** All vendors are required to collect and report California Sales Tax. Resale number is required (see application form).
- **Health Certificate:** **All food vendors are required to submit a copy of current Health Certificate to Rodeo Committee by 08/26/17.**
- **Fire Extinguisher:** All vendors are required to have a **fire extinguisher** in the booth at all times. All canopies, shades and table coverings must be fire retardant.
- **Directions:** I-15 to Camino del Norte exit. Go east (Camino del Norte becomes Twin Peaks) approximately 5 miles to Tierra Bonita Rd., turn right. Rodeo Grounds will be on the right, just past the houses.

Vendor Committee Chair: Krissy Rhoades
email: kmrrhoades@gmail.com
Fax: 855-407-2505

Note: Vendors may bring food and non-alcoholic beverages for their own consumption. Please keep coolers out of sight.

Please save this for your records.