

## PLANTATION FIELD INTERNATIONAL HORSE TRIALS

**Early  
Bird Special!  
\$50 off  
if paid by  
July 1st**

# 2017 Vendor Application

**Don't miss this opportunity to showcase and sell your wares!**

### VENDOR FEES for Friday through Sunday:

RAILSIDE: 10 x 10 Space: \$250 (No tent provided)

VENDOR AVENUE: 10 x 10 tent: \$300 (see other options below)

50% deposit required upon registration, no later than August 15, 2017. Balance due September 1, 2017

All Vendors will receive:

- **2 General Admission Parking Passes**

No parking will be allowed behind the tents.

Vehicles must be removed after set up by 9:00 a.m.

- **Listing in the official Event Program**



### QUESTIONS?

Contact Jenny Schurr at [Plantationfieldvendorinfo@gmail.com](mailto:Plantationfieldvendorinfo@gmail.com)



**VENDOR SET-UP:** Vendor is responsible for their own set-up and display of their goods in their assigned area.

**Vendor Avenue** set-up must be COMPLETED by 8:00 p.m. on Thursday night - NO EXCEPTIONS. Security will be present every night. Take down must be AFTER the conclusion of the event on Sunday (aprx. 4:00). All booths must be open each day, all day, from 9:00 a.m. until the last horse and rider competes at the end of the day.

**Railside Vendors** Set-up time must be arranged with Jenny due to the competition schedule in the arena.

**PAYMENT:** Mail to the address below, or pay by credit card on website:

**[www.plantationfield.com](http://www.plantationfield.com)**

During the event a **Silent Auction** is held to benefit our charities. We would be most grateful if our vendors would consider donating an item. Thank you in advance!

### These items must be received before you can begin set-up:

- One signed copy of the Plantation Field contract
  - All fees paid for space
  - A **Certificate of Insurance** in the hands of the Plantation Field Committee
  - Insurance Requirements:
    - General Liability in an amount no less that \$1 million per occurrence
    - Worker's Compensation (except for sole proprietors) with the limits no less than \$500,000
- These insurance policies must:
- Be written by an insurance company qualified to do business in the State of Pennsylvania
  - Name the Plantation Field organization, the Plantation Field Board Members and Mr. Cuyler Walker as additional insureds.

The Certificate of Insurance must indicate that insurance coverage is in effect for the entire period of Thursday September 14 through Sunday September 17, 2017 and must contain a policy whereby Plantation Field shall receive at least ten (10) days prior written notice before the insurance carrier cancels or modifies such insurance.

### 2017 Plantation Field International Horse Trials Vendor Application Checklist

- Application form completely filled out (please print)
- Check enclosed
- Insurance information included (See above box)
- Railside Space; 10 x 10: \$250 (NO tent or table included)

Vendor Avenue (all sizes include tent):

- 10 x 10: \$300 (includes 1 table, 1 chair)
- 10 x 20: \$500 (Table/chair needs can be discussed)
- 10 x 30: \$750 (Table/chair needs can be discussed)

**Electrical outlet** Must provide your own power cords

\$75 per plug. Quantity: \_\_\_\_\_

Power needs: \_\_\_\_\_ amps \_\_\_\_\_ volts

**Total due:** \$ \_\_\_\_\_

50% due with registration; balance due September 1, 2017

Company Name \_\_\_\_\_ Type of Business \_\_\_\_\_

Contact Person \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Telephone \_\_\_\_\_ E-Mail \_\_\_\_\_

**Pay by credit card:**  Visa  MasterCard  AmEx 3-digit CVC #: \_\_\_\_\_

Credit Card Number \_\_\_\_\_ Exp. Date \_\_\_\_\_

Signature \_\_\_\_\_

**Mail the bottom portion of this form, insurance information and check made out to *Plantation Field Equestrian Events* to:  
Jenny Schurr • P.O. Box 717 Unionville, PA 19375**