



## 2023 Vendor Application

Vendor applications are due 30 days prior to show any applications received less than 10 days prior to show will be charged a \$200 fee. Payment is due on the set up day of the first week. Please read all rules and requirements below.

1. The list of products you are requesting to sell/promote/display must be specific. Words such as “accessories, etc.,” or “related products” and other vague descriptions are not acceptable.
  2. Our policy is to accept Vendors as space permits, while limiting the number of Vendors with similar products. We reserve the right to decline an application without cause.
  3. The location of your booth will be determined by management.
  4. Tent/Trailer must be professional in appearance and maintained, clean and in good working condition throughout the week of the event. Please send a photo of your booth set-up with your application.
  5. SUBLEASING/BOOTH SHARING: Licensees are strictly prohibited from subleasing, assigning or apportioning the whole or any part of their contracted space to any other business or individual.
  6. A Certificate of General Liability Insurance naming the entities as additional insureds in an amount of no less than \$1 Million per occurrence is required. (see attached insurance page with names to be listed)
  7. Vendors are expected to be open during the show and are expected to be open during all special events, which may include evening classes.
  8. No alcohol is allowed to be consumed by vendors or given to show staff, exhibitors, etc. during show hours.
  9. **NO VENDORS WILL BE ALLOWED TO MOVE-IN AND APPLICATION IS NOT CONSIDERED COMPLETE UNLESS A CURRENT CERTIFICATE OF INSURANCE IS SUBMITTED WITH THE APPLICATION STATING WEST PALMS EVENTS AND THE FACILITY AS ADDITIONAL INSUREDS. VENDOR FEES MUST BE NO LATER THAN MOVE IN DAY. NO EXCEPTIONS.**
  10. Please email your completed application form, certificate of insurance, and photo of booth set-up to: **info@WestPalmsEvents.com**
- Payment must be received by move in day, please make it payable to **West Palms Events** and mail it to: **West Palms Event Management, PO Box 1092, Camarillo, CA 93011**
11. Show management will contact the vendor one week prior to discuss the set up day and any necessary details.
  12. For further information, please email questions to [info@WestPalmsEvents.com](mailto:info@WestPalmsEvents.com)

## **Additional Insured Details**

For all horse shows West Palms Events must be listed as an additional insured. See below for facility details. Each facility must also be listed as an additional insured.

West Palms Events  
PO Box 1092  
Camarillo, CA 93011

## **Shows At LAEC also add**

LA Equestrian Center  
480 Riverside Dr  
Burbank, CA 91506

City of Los Angeles Department of Recreation and Parks  
200 North Main St City  
Hall East Suite 1240  
Los Angeles, CA 90012

## **Shows at Huntington Beach also add**

Huntington Beach Central Park Equestrian Center  
18381 Goldenwest St  
Huntington Beach, CA 92648

## **Shows at Sacramento also add**

Murieta Equestrian Center  
7200 Lone Pine Dr  
Rancho Murieta, CA 95683

## **Shows at Woodside also add**

The Horse Park at Woodside  
3674 Sandhill Rd  
Woodside, CA 94062

## **Shows at Del Mar also add**

Del Mar Horsepark  
14550 El Camino Real  
Del Mar, CA 92014

# 2023 Vendor Application

**Vendor Name:** \_\_\_\_\_

**Product:** \_\_\_\_\_

**Contact Person:** \_\_\_\_\_

**Phone # During Event:** \_\_\_\_\_

**Email:** \_\_\_\_\_

## LAEC Competitions

LA Spring Classic - March 29-April 2, 2023

LA Summer Classic- August 16-20, 2023

## Flintridge Competitions

Annual Flintridge Horse Show April 27-30, 2023

## Huntington Beach Competitions

Huntington Beach Spooktacular October 27-29, 2023

## Sacramento Competitions

Sacramento Spring Classic 1 March 30-April 2, 2023

Sacramento Spring Classic 2 April 5-8, 2023

Sacramento International Welcome Week September 27-October 1, 2023

Sacramento International World Cup Week October 4-8, 2023

## Woodside Competitions

Woodside Spring Classic 1 April 26-30, 2023

Woodside Spring Classic 2 May 3-7, 2023

Woodside Summer Classic 1 June 14-18, 2023

Woodside Summer Classic 2 June 21-25, 2023

Silicon Valley Equestrian Festival 1 August 23-27, 2023

## Del Mar Competitions

Del Mar Harvest Festival November 15-19, 2023

### **BOOTH SPACE DESCRIPTION:**

10'x10' Tent \$175/Week = \$

10'x20' Tent \$225/week = \$

Trailer size up to 30' \$300/Week = \$

Trailer size up to 40' \$400/Week = \$

Trailer size greater than 40'/\$500/Week = \$

Trailer size greater than 50'/\$600/Week = \$

Equine Spa vendors need to reach out prior to the show to confirm pricing and location based on venue infrastructure.

*Additional Space available for trailers above 50' - please contact [info@westpalmsevents.com](mailto:info@westpalmsevents.com)*

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

*By signing this you acknowledge and agree that you will stay open during the hours of the show and remain open during special evening classes.*

**Email Application, Insurance Certificate, and Photo of Booth Set-Up to: [info@WestPalmsEvents.com](mailto:info@WestPalmsEvents.com)**

We do our best to provide spaces of equal or similar visibility. Specific location requests will be accommodated as best as possible. Electricity will be provided as available but is not guaranteed. No reservations will be held without APPROVED and COMPLETED paperwork. Vendors must be paid no later than move in day. 4% fee will be applied with credit card payment, this fee is non-refundable.