



2017  
**ELLENSBURG RODEO**

September 1 – 4, 2017

**Vendor Application**

In accordance with the agreement and conditions governing rental of exhibition space, the undersigned makes application for exhibition space in Ellensburg, Washington for the Ellensburg Rodeo 2017 (hereinafter referred to as “Rodeo”).

**Liability:**

The Ellensburg Rodeo Committee nor any other individual or organization involved in hosting the Ellensburg Rodeo 2017, shall not be liable for any damages, delays, injuries to any person, or performance of the venue or exhibition or for any remote or consequential damages what so ever. The exhibitor agrees to indemnify, defend and hold harmless the above named organizations and respective directors, employees, agents, successors and assigns from and against any and all claims, damages, liabilities, losses, government proceedings and costs and expenses including reasonable attorney fees and costs of suit, arising in any way out of exhibitor’s participation in the Rodeo. No refund or reimbursement shall be made in the event the Rodeo, any venue of the Rodeo, or any event is canceled.

**Exhibition:**

All exhibits, booths, materials, or other facilities must conform to the codes of the County of Kittitas, and the State of Washington. Vendors shall obtain and display a valid vendor permit from the County of Kittitas. Vendors must also have a valid Washington seller’s permit. All exhibits, materials, and equipment must conform to applicable fire codes. All exhibits tents, trailers, or other displays must be approved by Rodeo committee (please send pictures), tents are available to rent from committee upon request (10’x10’= \$275 or current rate).

**Agreement to Exhibit:**

Any exhibitor showing or vending goods or services displaying any official emblem of the Rodeo, or any other logo or emblem that refers to the Rodeo or its program, must have prior approval in writing from the Rodeo Committee. All products sold must be approved by the Ellensburg Rodeo Board to conform to contractual agreements between the Ellensburg Rodeo Board and their sponsors. The sale of these items is prohibited without an agreement in writing and in the possession of the exhibitor for displaying on request.

Exhibitors are solely responsible for complying with all copyrights and/or patents by third parties as to all products, exhibits and materials displayed or offered for sale.

**Food Vendors:**

If approved by committee vendor shall complete the *“Kittitas County Application for A Temporary Food Facility Permit”* at least 30 days prior to event and return it to Kittitas County Health Dept.

**Exhibit Security:**

The Ellensburg Rodeo Board shall not be responsible for the loss or damage to exhibits or exhibit material from any cause whatever. Exhibitors shall secure their own exhibits.

**Exhibit Deliveries:**

Exhibitors are responsible for the delivery and setup of their materials in their booths. The Rodeo will not accept delivery of any goods on behalf of any exhibitor. Exhibitors will be liable for their own freight and storage charges. Booths shall be fully dismantled at the conclusion of the Rodeo and any material or equipment furnished by the exhibitor shall be promptly removed.

**Electrical:**

Standard electrical power (1-110v) hook-up will be available at no additional cost to the vendor. Request for special services should be noted on the last page of this contract and must be approved prior to set-up. Any additional cost incurred for "special" electrical needs will be passed on to the vendor.

**Rates:**

Rail Fence vendor spaces will be \$70 per frontage foot for a standard spot and \$90 per frontage foot for a premium spot. To be paid in full prior to moving into vendor space. Minimum space size is 10 feet by 10 feet.

**General Policies and Procedures:**

Exhibitors must maintain a professional demeanor throughout the Rodeo. Exhibitors must stay within the inner boundaries of their booths to display their goods and/or services. **Moving exhibits or advertising exhibits in a location other than the vendor's assigned booth is prohibited.** No banner, poster, or sign shall exceed the width of the display booth. Exhibits utilizing sound or light displays shall not interfere with, or distract from, any other vendor's display. Food and/or beverage products shall not be displayed or sold without the Host's prior approval.

Each vendor will be issued a daily parking pass free of charge per booth. Any additional vehicles will be charged a nominal parking fee.

The Rodeo Committee has the sole discretion to approve items exhibitors wish to display or sell. Information regarding and listing all exhibits, posters, banners, decorations, demonstrations and merchandise materials must be submitted with application for approval. Items not specifically listed and approved are subject to later disapproval at the Host's discretion.

Exclusivity is not guaranteed. Major sponsors of the Rodeo may be granted product exclusivity based on the level of their sponsorship. All vendors are approved at the discretion of the Rodeo Committee.

**Application Deadline: July 14, 2017**



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**VIOLATING THE TERMS OF THIS AGREEMENT MAY CAUSE THE EXHIBITOR TO BE REMOVED FROM THE EXHIBIT AREA AND THEIR CONTRACT TO BE TERMINATED.**

I have read the above terms and agree to them.

Name of Company: \_\_\_\_\_

Representative/Contact: \_\_\_\_\_

Address: \_\_\_\_\_

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

Business Phone: (     ) \_\_\_\_\_ Fax: (     ) \_\_\_\_\_

Email: \_\_\_\_\_ Website: \_\_\_\_\_

UBI Number \_\_\_\_\_

**Booth type and products you wish to sell. Please provide photos.**

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**Size of space needed:** \_\_\_\_\_

**BOOTH INFORMATION: Please provide photos.**

Note booth configurations desired and any special requirements:

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Rental tent needed: Yes \_\_\_\_\_ No \_\_\_\_\_ Size \_\_\_\_\_

Signed \_\_\_\_\_ Date \_\_\_\_\_

- Application Checklist:     Application             Photos of vendor space  
                                   \$20 nonrefundable application fee

*For office use:*

Date received: \_\_\_\_\_

Approved:    YES                    NO                                    By who: \_\_\_\_\_  
 Approved:    YES                    NO                                    Approved / Denied \_\_\_\_\_

