



# VENDOR CONTRACT

## WHAT IS NEEDED TO BE CONSIDERED A COMPLETED CONTRACT

- Two Week Time Frame Minimum
- Two Week Deposit
- Proof of Insurance
- Sales Tax Certificate
- Completed Contract
- Credit Card to be kept on file

## TERMS AND CONDITIONS

Our policy is to accept Vendors as space permits, while limiting the number of Vendors with similar wares. Vendors of souvenir items displaying the Coachella Horse Park LLC, a Delaware limited liability company, doing business as Desert International Horse Park ("CHP") logo or verbiage, official or unofficial, shall require prior written approval by CHP. Vendors of certain products may be excluded based on prior sponsorship arrangements. Vendors of food or beverage will be excluded. Subletting of booth space is strictly prohibited. Priority will be given to Vendors attending the entire circuit. Vendors will be notified of space availability. CHP reserves the right to reject any application for any reason whatsoever. No specific Vendor location or "space" can be guaranteed. There is also a two consecutive week minimum for all vendors for any of our horse show locations.

In the event that your contract is not accepted, your deposit will be fully refunded. Deposit of an applicant's check does not guarantee their acceptance as a CHP Vendor.

If you are identified as a potential Vendor, your deposit will be treated as a non-refundable deposit to be applied toward the last two weeks of your vendor stay. Please be advised that your application does not constitute a contract with CHP until each of the following three requirements is satisfied:

- (1) CHP notifies you in writing that you have been identified as a potential Vendor.
- (2) You satisfactorily provide copies of the requisite insurance certificates and business licenses set forth below.
- (3) CHP has received your two-week deposit guaranteeing you a vendor space.

In the event that you are identified as a potential Vendor, you will be required to provide CHP each of the following:

- (1) A current certificate of insurance evidencing a policy of One Million Dollars (\$1,000,000.00) per occurrence, Two Million Dollars (\$2,000,000) aggregate in Combined Single Limit Bodily Injury and Property Damage insurance, including products/completed operations naming CHP as Specifically Designated Additional Insured. A certificate of insurance for Workers' Compensation and Employment Liability in the amount of no less than One Hundred Thousand Dollars (\$100,000.00) per occurrence.

And

- (2) A photocopy of your California State Certificate of Authority to Collect Sales Tax, which serves as evidence that you have met the sales and use tax registration requirements for that jurisdiction and that you are authorized to collect and remit tax as required by law.

Failure to satisfy these requirements prior to your arrival will preclude you from entering into a contract with CHP irrespective of the fact that you were identified as a potential Vendor; and result in the forfeiture of your deposit.

## PAYMENT

- Please make checks payable to Coachella Horse Park LLC.
- A deposit equal to a minimum two weeks of Vendor Space is required with your contract. Please mail deposit to CHP Show Company Management LLC, PO Box 5700 La Quinta, CA 92248. A copy of your vendor agreement should also be e-mailed to chris@deserthorsepark.com.
  - (This payment will be applied to the end of your vendor stay. Contracts received without deposit will not be considered.)
- A credit card **MUST** be filed in the Horse Show Office.
  - (This will be held for the last unpaid week of your vendor fee.)
- Payment is due in the horse show office on the first day of the show each week.
  - (Non-payment will result in your electrical hook up being terminated until payment is received.)

## MAIL SERVICE

CHP is not responsible for mail or parcel deliveries made to vendors, exhibitors or others by US mail, Fed Ex, UPS or others. Please make arrangements accordingly.

## VENDOR CONTRACT

Business Name: \_\_\_\_\_ Owner/Representative: \_\_\_\_\_

Address: \_\_\_\_\_ Phone 1: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_ Phone 2: \_\_\_\_\_

Email: \_\_\_\_\_ Fax: \_\_\_\_\_

Description of Business: \_\_\_\_\_

Show Dates: Please check applicable weeks (minimum of two consecutive weeks)

- |  |   |   |   |
|--|---|---|---|
| <input type="checkbox"/> <b>NSS I</b> (Oct 28 - Nov 1) | <input type="checkbox"/> <b>NSS II</b> (Nov 4 - 8)  | <input type="checkbox"/> <b>DH I</b> (Dec 3 - 6)      | <input type="checkbox"/> <b>DH II</b> (Dec 10 - 13) |
| <input type="checkbox"/> <b>DH III</b> (Dec 17 - 20)   | <input type="checkbox"/> <b>DC I</b> (Jan 19 - 24)  | <input type="checkbox"/> <b>DC II</b> (Jan 26 - 31)   | <input type="checkbox"/> <b>DC III</b> (Feb 2 - 7)  |
| <input type="checkbox"/> <b>DC IV</b> (Feb 9 - 14)     | <input type="checkbox"/> <b>CVC</b> (Feb 18 - 21)   | <input type="checkbox"/> <b>DC V</b> (Feb 23 - 28)    | <input type="checkbox"/> <b>DC VI</b> (Mar 2 - 7)   |
|  | <input type="checkbox"/> <b>DC VII</b> (Mar 9 - 14) | <input type="checkbox"/> <b>DC VIII</b> (Mar 16 - 21) |   |

## VENDOR SPACE

Vendor Space is available each week for each category. PLEASE CHECK APPLICABLE SPACE REQUIREMENTS.

- Regular Vendor Space:** \$750/week x \_\_\_\_\_ weeks = \$ \_\_\_\_\_  
A regular vendor space is for any type of vendor that is not a Tack Store. Space allowed up to 10' x 10'.
- Regular Vendor Space:** \$1000/week x \_\_\_\_\_ weeks = \$ \_\_\_\_\_  
A regular vendor space is for any type of vendor that is not a Tack Store. Space allowed up to 20' x 20'.

- Expanded Regular Vendor Space:** \$ 1100/week x \_\_\_\_ weeks = \$ \_\_\_\_\_  
A regular vendor space is for any type of vendor that is not a Tack Store. Space allowed up to 20' x 40'.
- Tack Store Vendor Space:** \$ 1500/week x \_\_\_\_ weeks = \$ \_\_\_\_\_  
Space allowed up to 20' x 45'.
- Expanded Tack Store Vendor Space:** \$ 1750/week x \_\_\_\_ weeks = \$ \_\_\_\_\_  
Space allowed up to 20' x 60'. Please contact office to make arrangements.

Season Pass Regular Vendor Space 10' x 10' = \$7,500 includes all shows at DIHP  
 Season Pass Regular Vendor Space 20' x 20' = \$10,000 includes all shows at DIHP  
 Expanded Regular Vendor Space 20' x 40' = \$11,000 includes all shows at DIHP  
 Tack Store Vendor Space 20' x 45' = \$15,000 includes all shows at DIHP  
 Expanded Tack Store Vendor Space 20' x 60' = \$17,500 includes all shows at DIHP

\*Payment: A deposit equal to two weeks of vendor space is required with your contract. The remainder of your balance is due on the first day of the show each week.

### UTILITIES

- Basic Electrical Service: 20 amp/110 volt. Included with vendor fee.
- Additional Electrical Service: Additional electrical needs charged on a cost basis of \$50 - \$150 per week. Contact our office to make arrangements.

### SPACE REQUIREMENTS & DESCRIPTION

Please check one of the following & describe the space requirements for your mobile unit or tent:

- I have my own Mobile Unit
- I have my own Tent

Set Up: Between Mondays at 12 noon and Tuesdays at 5 pm. | Take Down: Ending Mondays at 12 noon.

### RV SPACE

If your Mobile Unit is used as a Vendor Site and Living Quarters or if you require a separate RV hookup, you must pay the RV fees. Once ordered, RV fees are non-refundable. **SPACE IS LIMITED** – contact our office for availability. You can also reserve an RV Space on our website at [www.deserthorsepark.com](http://www.deserthorsepark.com) Please check the following:

- Separate RV Space
- Vendor Site / Living Quarters: \$350/week x \_\_\_\_ weeks = \$ \_\_\_\_\_  
\*\*Season Price for Vendors \$3,500\*\*

\* Sewer and Gray Water pump out is available at additional cost, and must be arranged in the Show Office

