



VENDOR APPLICATION

Oregon High Desert Classics

34th annual Horse Show 2023

CLASSIC I: JULY 19 - 23 | CLASSIC II: JULY 26 - July 30

SUPPORT THE 34th ANNUAL HORSE SHOW BY SIGNING UP TO BE A
Preferred Vendor

VENDOR BOOTH RATES FOR 2 WEEK SHOW*:

*Weekly rates are available. Please inquire if interested.

- 10' x 10' space ----- \$450.00 (does NOT include electricity)
- 10' x 10' space ----- \$550.00 (includes electricity)
- 10' x 20' space----- \$650.00 (includes electricity)
- Enclosed Trailer/Food Truck----- \$700.00 (includes electricity & water)

Trailer/Truck Door Opens on: Driver Side Passenger Side Rear

Trailer/Truck Dimensions: _____

Please account for the tongue in the front and/or the ramp in the rear of your trailer in the dimensions - if you need to have this down during business hours. Without these measurements we cannot guarantee accurate space allowances.

Business: _____

Owner/Contact Name: _____

Address/City/State/Zip: _____

Business Phone: _____ Cell: _____

Email Address: _____

Website Address: _____

Product/Service: _____

Electrical Voltage Needs: _____ Water Requirements: _____

Signature: _____ Date: _____

I would like to know how my business can be more involved in the horse show. Please send me information regarding:

- Prize List Advertising
- Sponsorship Opportunities





Oregon High Desert Classics Vendor Terms & Conditions 2023

CLASSIC I: JULY 19 - 23 | CLASSIC II: JULY 26 – JULY 30

Operational Hours: Business hours for the OHDC Vendor Village are Wednesday - Sunday from 10:00 AM -5:00 PM, during the two-week event. You are required to be open these minimum days & hours. **You are welcome to be open during the Monday & Tuesday before the show, at your own discretion, please inform the Event Coordinator of your decision.**

Vendor Set Up Day will occur Sunday, July 16th from 9:00 AM to 5:00 PM. Please call to schedule an appointed set up time.

Vendor Regulations:

- Vehicles are NOT permitted in the OHDC Vendor Village between the hours of 7:30 AM and 5:00 PM during the show.
- You or your business will provide all the materials for your own booth set up. J Bar J Youth Services and/or OHDC will not supply any materials, including but not limited to: tents, water hoses, extension cords, ladders, or supplies of any kind.
- Food Vendors and Enclosed Trailers are **REQUIRED** to have a working fire extinguisher in their booth at ALL TIMES.

Insurance Coverage: Provide a copy of a current Certification of Liability Insurance naming J Bar J Youth Services as additional insured.

Food Vendor: Provide a current Food Vendor License. All food service, no matter how temporary must meet food safety regulations to protect the public from possible food-borne illness.

Bar Service Vendor: Provide a current license, insurance, and approved application.

Promotions, Marketing, & Advertising: Support at-risk youth and promote your business with an OHDC sponsorship through cash, gift certificates, or product donation for horse show prizes and awards. Sponsor benefits include promotion through ring announcements, opportunity to add items to the trainer bags, and flyers in the show office.

Advertising in our Prize List - list of classes & events distributed digitally to all exhibitors; or our Show Guide - publication available during the event and distributed in local media publications prior to the show. Please mark the appropriate box on the application if you wish to receive further information regarding any of these areas.

Your business will be listed on the Vendors page on the OHDC website with a link back to your website.

Vendor selection and approval is at the sole discretion J Bar J Youth Services and the Oregon High Desert Classics (OHDC) management staff. If your application is approved the location of your booth will be determined by management. Selected vendors will be required to comply with and sign J Bar J Youth Services/OHDC Vendor Contract as a condition of participating at our event.



Submit completed Vendor Application, booth fees payable to OHDC/J Bar J Youth Services, a copy of your business's Certification of Liability Insurance, and a copy of your Food Vendor License (if applicable) **on or before July 1, 2023** to:

J Bar J Youth Services
c/o 2023 OHDC Vendor
62895 Hamby Road
Bend, OR 97701

Email PDF forms to Pam White at pwhite@jbarj.org Questions? Call Pam White @ 541-410-0033

