



**Winnemucca Ranch Hand Rodeo  
Ranch, Rope & Performance Horse Sale,  
Cow Dog Trials  
& Western Trade Show**

50 W. Winnemucca Blvd.  
Winnemucca, NV 89445  
(775) 623-5071 - FAX (775) 623-5087  
**February 28 – March 4, 2018**

**EXHIBITOR INFORMATION**

**No vehicles will be allowed in the building for set-up of booths on Wednesday, February 28 and Thursday, March 1, including RVs & stock vehicles. Roll-up doors will not be open.**

**Any vendor not checked in by 11am on Thursday, March 1, 2018 will forfeit their space. NO REFUNDS WILL BE ISSUED.**

**SHOW DATES AND HOURS FOR EXHIBITORS:**

Thursday, March 1, 2018	11:00 a.m. – 8:00 p.m.
Friday, March 2, 2018	10:00 a.m. – 8:00 p.m.
Saturday, March 3, 2018	9:00 a.m. – 9:00 p.m.
Sunday, March 4, 2018	9:00 a.m. – 3:00 p.m.

Exhibitors must be present in their booth during these hours. **Failure to do so may result in the rejection of future vendor applications.**

**EXHIBIT SPACE RATES:**

**Artisan and commercial exhibitors only (no food).**

Indoor Upper Level	10' x 10' booth \$200.00
Indoor Main Floor	10' x 10' booth \$300.00

**CITY BUSINESS LICENSE:**

All booths, at which sales are made, must pay a Winnemucca City Business License Fee. The City business license fee is \$10.00 per exhibitor. For your convenience, this fee will be collected at the time of signing the Exhibitor Agreement.

**APPLICATION:**

All exhibitors requesting space during the event are required to complete and return an Exhibitor Application form. New applicants may be required to include a photograph and/or a complete written description of their product(s) along with the application. Spaces are assigned at the availability and discretion of Committee.

**RETURNING EXHIBITORS:**

Returning exhibitors will be given first right of refusal for the space(s) occupied during the previous show, when possible. Returning exhibitors must submit Exhibitors Application and all application fees prior to 5:00 p.m. December 15, 2017. Spaces will be assigned at the availability and discretion of committee after this date.

**NEW EXHIBITORS:**

Upon approval of your application, and after the returning exhibitor deadline has passed, a space may be assigned. An Exhibitor Agreement will be mailed to you as notification of approval. Sign and return the agreement with payment in full. The agreement is null and void and the space will be released if the agreement is not returned with the payment by the due date specified. No exhibitor will be allowed to move into his/her booth if full payment for booth space has not been received.

No personal checks will be accepted after February 2, 2018. Fees must be paid by cash, money order or cashiers check after this date.

**PASSES & ADVERTISING:**

Each exhibitor will receive two (2) admission wristbands per 10' x 10' booth space. Wristbands must be attached securely to wrist for admission during Saturday & Sunday Ranch Hand Rodeo performances.

Each exhibitor is eligible to receive a business card size advertisement in the rodeo program. It is the exhibitor's responsibility to provide staff with a clean, reproducible business card or copy-ready artwork along with their approved application.

**SALES TAX:**

All exhibitors are responsible for paying Nevada State Sales Tax, if applicable. For your convenience, the Show Management will provide a form to each exhibitor. Each exhibitor must make payments directly to the Nevada Department of Taxation. A list of all exhibitors will be submitted to the Nevada Department of Taxation as per their request. Humboldt County sales tax is 6.85%.

**REFUND AND CANCELLATION POLICY:**

No refunds will be issued after January 31, 2018. Exhibitors wishing to cancel a space prior to this date must submit a written request for refund. All refunds are subject to approval by the Committee.

**GENERAL RULES**

- A. Sound devices, including but not limited to, loud speakers, organs, pianos, radios, are subject to approval of Committee, and if allowed, must be controlled so as not to interfere with others. The privilege for use of such sound devices may be revoked at any time.
- B. Exhibitors must have at least one person in attendance at their exhibit at all times the Show is open to the public, and must care for and keep in good order the space occupied by them, taking every precaution against possible injury to visitors, guests or employees.
- C. Advertising materials are prohibited anywhere on the Events Complex. Placing of advertising material on or in automobiles on the Events Complex is specifically prohibited and no permission for such distribution will be granted under any circumstances. Advertising of candidates for public office may be displayed only in a booth rented for that purpose.
- D. No solicitation except by exhibiting firms is allowed. Demonstrations of products must be confined to the exhibitor's assigned space and in no case may extend to other areas of the grounds.
- E. The Committee reserves the right to refuse exhibits which would in any way detract from the dignity of the Show.
- F. The Committee reserves the right to stop or remove from the Show or relocate any exhibitor or his representative and/or exhibit, performing any act or practice which, in the opinion of the Committee, is objectionable, interferes with the performance of other exhibitors, or creates a health, safety, or fire hazard. No refunds.
- G. Exhibitors shall comply with those laws, rules and regulations and codes of the State of Nevada, Humboldt County, City of Winnemucca, and the Winnemucca Ranch Hand Rodeo that may include, but not limited to, Workers Compensation Insurance, health and safety, taxes, fire, construction, and utilities.
- H. It is mutually understood and agreed that no alteration or variation of the terms of this contract shall be valid unless made in writing and signed by the parties hereto.
- I. The decision of the Committee, on all matters not covered in these conditions, must be accepted as final.
- J. This agreement is not binding upon the Winnemucca Ranch Hand Rodeo until it has been duly accepted and signed by authorized Committee.

**RULES OF CONDUCT:**

All exhibitors are expected to conduct themselves in a professional manner, according to the rules of this agreement. Any unruly conduct, refusal to follow rules, or use of foul language to Show patrons or personnel will be considered grounds for expulsion. No refunds.

All booths must be installed and ready for business no later than **11:00 am, Thursday, March 1, 2018**. No vehicles will be allowed in the building for unloading during set-up of booths, including RVs & stock vehicles. Roll-up doors will not be open. Exhibitors must report to show management to verify space assignment prior to set-up.

**PRODUCT INFORMATION:**

It is expressly understood that the exhibitor, his agents or employees, are prohibited from distributing, selling or displaying products, except for those listed in the Exhibitor Agreement and approved by the Committee.

**LITERATURE:**

The Committee must approve all literature that is to be distributed or displayed in advance.

**EXHIBIT MOVE-IN:**

Exhibitors may move in to set up their exhibits/booths during the following times:

<b>Wednesday, February 28, 2018</b>	<b>8:00 a.m. – 5:00 p.m.</b>
<b>Thursday, March 1, 2018</b>	<b>7:00 a.m. – 11:00 a.m.</b>

No vehicles will be allowed in the building on these days, including RVs & stock vehicles.  
Roll-up doors will not be open.

**EXHIBIT REMOVAL:**

All booths **must** remain open until the end of the rodeo on Sunday, March 4, 2018 (approximately 3 p.m.). Failure to do so may result in the rejection of future applications.

Move out times:

Sunday, March 4, 2018  
Monday, March 5, 2018

3:00 p.m.- 9:00 p.m.  
8:00 a.m.- 5:00 p.m.

During dismantling, exhibitor will be expected to remove all trash and debris from their exhibit area and place it in trash containers provided by the Committee. Any articles or materials not removed from the grounds by 5:00 p.m. on Monday, March 5, 2018, will become the sole property of the Show. The Committee reserves the right to dispose of such property in any manner it may deem in the best interests of the Show.

**DRAWINGS:**

Free drawings that have been approved by Show Management and which comply with all applicable Federal, State and Local statutes and ordinances will be permitted. All drawings must be registered with Show Management prior to confirming the Exhibitor Agreement. The names and addresses of winners must be filed with the Show office within three (3) days of the Show's closing date.

**BOOTH FURNISHINGS:**

Exhibitors must provide their own booth materials and supplies, such as decorations, backdrops, display cases, etc. The Show will provide one (1) table and two (2) chairs per exhibit space (indoor booths only). Outdoor exhibitors must provide their own tables and chairs.

**ELECTRICAL:**

Outlets required by exhibitor for lights or power will be subject to availability. Electrical needs must be requested in advance.

**EXHIBIT CLEAN-UP:**

Each exhibitor is responsible for the clean up of his/her exhibit area. Show will provide nightly clean up of common areas.

**EXHIBITOR PARKING:**

Due to the need to accommodate sufficient spectator parking, **there is no RV or stock vehicle parking adjacent to the Event Center or on the black top parking lot.** A designated area will be assigned for exhibitor parking.

**THANK YOU IN ADVANCE FOR YOUR COOPERATION!**

**HOLD HARMLESS:**

The exhibitor agrees to indemnify and hold harmless Humboldt County Ag. District #3 Board, the City of Winnemucca, Winnemucca Events Complex, Winnemucca Convention & Visitors Authority, the Winnemucca Ranch Hand Rodeo, their officers, agents and employees from any and all claims, causes of action and suits occurring or resulting from any damage, injury, or loss to any person or persons including, but not limited to, persons to whom the exhibitor may be liable under any Worker's Compensation Law and the exhibitor himself and from any loss, damage, cause of action, claims or suits for damages, including, but not limited to, loss of property, goods, wares, or merchandise, caused by, arising out of, or in any way connected with the exercise by the exhibitor of the privileges granted herein.

In the event the exhibitor fails to comply in any respect with the terms of this agreement, all payments for the exhibit space shall be deemed earned and non-refundable by the Committee and the Committee shall have the right to occupy the space in any manner in the best interest of the Committee without further notice to the exhibitor.

The Winnemucca Ranch Hand Rodeo will not be responsible for the safety of exhibits against theft, fire, robbery, accident, or any other destructive cause, or for any injury that may arise to the public in the leased area, or to the exhibitors or their employees.

**WINNEMUCCA EVENTS COMPLEX CAMPING**

The Winnemucca Events Complex (WEC) has 50 campsites on the facility. Each space contains a 30 AMP electrical outlet. Water and one dump station is available in the area. There is a shower and restroom facility located adjacent to the camping area.

**CAMPING FEES - MUST BE RESERVED & PAID WITH APPLICATION FEES**

Campsites w/30 amp outlet	\$20.00/night
Other on-grounds camping with limited electrical	\$20.00/night
Dry camping, no electrical	\$10.00/night

A nightly fee will be charged for camping anywhere on the WEC grounds.

A camping permit will be issued to each camper upon payment and must be posted on vehicle.