

# PIN OAK MARKET PLACE

SPACE	PRICE
10' x 50'	\$1,805
10' x 40'	\$1,520
10' x 30'	\$1,235
10' x 20'	\$950
10' x 10'	\$665

We would like to thank you for your interest in becoming a vendor at Pin Oak 2019. Please complete the vendor space request form and submit to [vendors@pinoak.org](mailto:vendors@pinoak.org). Once your request has been reviewed and available space determined, you will be contacted and required to sign a 2019 Vendor Agreement. We realize you have a choice as to where you do business and appreciate you choosing Pin Oak!

## **Pin Oak Charity Horse Show is March 21 - April 8, 2018.**

By completing the vendor request form, you are committing to participating in all 3 weeks of the show. All Vendor Agreements must be signed by March 15, 2019.

All vendors are required to load in prior to the start of the horse show and may not load out until the completion of the final day of classes. The above vendor fee is for March 20 - April 7, no matter what hours you keep. All booths and trailers must be arranged so that all merchandise and signage are within the assigned space. Ample space must be provided within the booth for vendor staff and visitors. Due to the Fire Marshall's guidelines, any vendors under the covered vendor section must adhere to a center aisle way of six feet. Vendor booths may not be moved or sublet once assigned. Only one type of business may be sold from assigned space. There will be absolutely no selling of merchandise or professional services on the show grounds or in stalls by any party other than authorized vendors.

## **AVAILABLE ELECTRICAL SUPPLY**

110 volt / 20 amp • 110 volt / 30 amp • 20 volt / 50 amp

## **VENDOR PAYMENT**

Invoices will be sent out upon signing your Vendor Agreement. All payments must be received by vendor move in and deliver to Scott Niemeyer in the Great Southwest Equestrian Center business office.

## **INSURANCE REQUIREMENTS**

Once availability is determined, vendors must provide a certificate of liability insurance and an additional insured rider naming Great Southwest Equestrian Center as an additional insured, which will be as more specifically described in the Vendor Terms and Conditions.

## **PROGRAM PRINT DEADLINE**

To be listed as a Market Place vendor in the Pin Oak Program, vendors must have signed their Vendor Agreement by February 15, 2019. If you are interested in purchasing ad space, please contact Lauryn Sanford: [lauryn@pinoak.org](mailto:lauryn@pinoak.org).

## **QUESTIONS**

Scott Niemeyer or Ian McPhee • [vendors@pinoak.org](mailto:vendors@pinoak.org)

# The Pin Oak Charity Horse Show

## 2019 VENDOR REQUEST FORM

10' x 50' \$1,805    10' x 40' \$1,520    10' x 30' \$1,235    10' x 20' \$950    10' x 10' \$665

## PREFERRED AREA

Under Cover    Outside

## REQUIRED ELECTRICAL NEEDS

110 volt / 20 amp    110 volt / 30 amp    220 volt / 50 amp

Business Name Clare Christie Fine Art

Name of Authorized Signer(s) Clare Christie

Phone 512-736-6990 Cell Same

Email Clare@horsesculptor.com

Mailing Address 3508 Tyrone dr

City, State, Zip Austin, Tx 78759

Website Clarechristiefineart.mybigcommerce.com

Products or services to be displayed: Bronze sculptures, oil and acrylic paintings , prints

Describe your setup. If you have a trailer, please list which side the door opens on and if the back opens.

I have a small trailer that I park next to my setup so that I can lock up my sculptures at

Night. My trailer is 5'x 8' approx and opens at the back

Signature  Date Dec 12 2018

Name Clare Christie Title \_\_\_\_\_

### Program Print Deadline

All Vendors whose signed Vendor Agreement is received by February 15th to be included on the vendor map in the program.

### Vendor Agreement Deadline

All signed Vendor Agreement forms are due by March 15th at 5 pm CST.

### Vendor Payment

All vendor payments are due by move in.

### PLEASE RETURN THE COMPLETED FORM

Pin Oak Charity Horse Show • Attn: Vendors | 2501 S. Mason Road, Suite 100 • Katy, Texas 77450  
Email: Vendors@pinoak.org OR Fax: 281.578.6651