



CONCESSION RULES, REGULATIONS, AND POLICIES

SPACE ASSIGNMENTS will be made for applications received by September 1, 2008. Applications received after that date will be processed on a "space available" basis.

The following criteria will be followed for assigning spaces from applications received and approved: 1) the order in which the application is received; 2) the number of years concessionaire has exhibited; 3) the length of time and size requested; and 4) compatibility with other concessionaires in the same area. Concessionaire space preferences are weighed with the applicant's choice, but it must be recognized that there may be several applicants for the same exhibit space.

LEASE AGREEMENTS sent upon approval of Concession Applications must be completed, signed on the back and returned to Equestrian Sport Productions., 14440 Pierson Rd. Wellington, FL 33414 **no later than October 31, 2008.**

PAYMENT SCHEDULE - A 25% deposit of the total contract amount must be enclosed with the signed application. An additional 25% deposit is due with the returned lease agreement, which will be nonrefundable upon acceptance. Balance shall be paid upon arrival or prior to opening on Wednesday of each show week.

PERSONNEL & PARKING PASSES for admission to the show grounds will be given to each accepted concessionaire upon arrival.

WELLINGTON OCCUPATIONAL LICENSE: *The Village of Wellington requires all vendors to have a business license. Forms for this application will be included in your packet. All vendors must provide Equestrian Sport Productions with proof of license application and payment to the Village of Wellington prior to set up.*

INITIAL SET-UP will begin January 5, 2009. Each concession is responsible for scheduling arrival with the concessions department. **Early arrivals will be charged accordingly.** Weekly set-up will be from 8:00 am to 5:00 pm on the **Tuesday** of each show week. Each concession must be in place one half-hour prior to the opening on the first show day and must have personnel at its booth area during all show hours. Each concession must be removed by midnight of the last show date contracted. **Vendors with trailers in the trailer area must be removed by March 31, 2009.** Those trailers not removed will be charged accordingly. Vehicles will be allowed in the concession area only for the initial set-up and tear down. Vehicles will not be allowed in the concession area at any other time.

SECURITY to safeguard concessionaires' property either during the show or after shows hours is the concessionaires' responsibility. All property left in the booth during the show or after the show will be left at the concessionaires risk. It is the responsibility of the vendors, individually or collectively, to arrange for security for their vendor space. Equestrian Sport Productions will not be responsible for the security of each individual vendor space.

CONTRACTED SPACES: As stated in the lease agreement, concessionaires agree not to assign, sub-lease, subcontract, apportion or share the whole or part of the exhibit space assigned without consent of Equestrian Sport Productions. Concessions in violation of this agreement will be subject to loss of space at management's discretion.

REGULATIONS AND POLICIES have been formulated in the best interest of all concessionaires and made part of the contract for the 2009 Winter Equestrian Festival between the concessionaire and Equestrian Sport Productions. All matters and questions not covered by these regulations and policies and the attached agreement are subject to the decision of Equestrian Sport Productions. These regulations and policies may be amended by Equestrian Sport Productions at any time with the understanding that notification of any amendments must be in writing to be binding on both parties.

Equestrian Sport Productions hereby reserves the right to reject a concession application at its discretion, or if product or services are in conflict with the specifications and/or interests of Equestrian Sport Productions or of the USEF, Inc.