



### 2015 APPLICATION FOR BOOTH SPACE

Our company would like to participate in the following indicated events(s). Please send a contract confirming our booth location(s).

(Please check the Expos for which you are applying)

MD HORSE WORLD EXPO – JAN. 16-18, 2015

Timonium, Maryland  
Maryland State Fairgrounds

PA HORSE WORLD EXPO – MARCH 5-8

Harrisburg, Pennsylvania  
Farm Show Complex, New Expo Hall

NATIONAL PET EXPO – MARCH 6-8

Harrisburg, Pennsylvania  
Farm Show Complex, North, NorthEast Halls

Company Name: \_\_\_\_\_

Name as you want it to appear in the Show Program: \_\_\_\_\_

Name of Contact Person: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-Mail: \_\_\_\_\_ Web: \_\_\_\_\_

		MD Horse World Expo	PA Horse World Expo	National Pet Expo
Booth Preference:	1 <sup>st</sup> Booth Choice	_____	_____	_____
(Indicate "same" if you would like the same location)	2 <sup>nd</sup> Booth Choice	_____	_____	_____
	3 <sup>rd</sup> Booth Choice	_____	_____	_____

Product and/or service to be exhibited (if large equipment, please list manufacturer; if breed group or stallion owner, please list breed):  
\_\_\_\_\_

Program Category Listing (1 per show) complimentary: \_\_\_\_\_  
Each additional per show - \$10 to be paid in full with Application \_\_\_\_\_  
(see page 2 of Application for available program category listings)

#### Payment Policy:

Appropriate payment must be received with this Application and all subsequent payments must be made by dates indicated. New Exhibitor Applications are handled on a first come, first served basis after returning Exhibitors have been accommodated. **Applications will not be processed without appropriate deposits and no booths will be reserved unless an Application and appropriate deposit have been received. Please be aware that all checks drawn on non-US banks incur a \$30 per check processing fee. Exhibitors who use non-US banks may pay by credit card and avoid the processing fees. All booth fees are in US Dollars. All returned checks will incur a service charge of \$25.**

#### The Application deadline and 25% deposit deadline for returning vendors is September 15, 2014.

*Returning vendor deadline must be met if you wish to retain the same Maryland and/or Pennsylvania booth space that you rented in 2014. New vendors are assigned first come, first served from remaining booths after all returning vendors have been assigned. New vendor Applications will be considered until all booths have been filled for your selected category; there is no specific deadline for new vendors.*

#### New Vendor Booth Deposits/Payments are due as follows:

*Maryland Expo:* 25% of booth rent if received before 10/1, 60% if received between 10/1 and 11/15, 100% if received on or after 11/15.

*Pennsylvania Expos:* 25% of booth rent if received before 10/30, 60% if received between 10/30 and 12/30, 100% if received on or after 12/30

#### After your initial deposit, additional booth payments are due as follows:

*Maryland Expo:* 60% of full booth rent due by Oct. 1, total booth rent due by Nov. 15.

*Pennsylvania Expos:* 60% of full booth rent due by Oct. 30, total booth rent due by Dec. 30.

Payment in the amount of \$ \_\_\_\_\_ is enclosed as a deposit for booth rental at the Maryland Expo

Payment in the amount of \$ \_\_\_\_\_ is enclosed as a deposit for booth rental at the Pennsylvania Expo

Payment in the amount of \$ \_\_\_\_\_ is enclosed as a deposit for booth rental at the Pennsylvania Expo

**Electricity**

Electricity for your booth, if needed, must be ordered separately for the PA Expos. Information for ordering electricity will be included in your Exhibitor Information Package, which will be mailed to you after this Application is processed. One 500W outlet is included with your MD booth at no additional charge. If you would like to pre-order your electric for the Pennsylvania show, please complete the following:

PA Horse World Expo: Outlet type: \_\_\_\_\_ Qty, single 120v, 20amp service \$102 \_\_\_\_\_ Qty, double 120v, 20amp service \$132

National Pet Expo: Outlet type: \_\_\_\_\_ Qty, single 120v, 20amp service \$75 \_\_\_\_\_ Qty, double 120v, 20amp service \$90

Date to be charged (check one)  charge now  charge on order deadline 2/1/15  charge with last booth payment (if Autopay selected below)

**Insurance Requirements**

All exhibitors must obtain liability insurance and have Equestrian Promotions, Inc, named as an additional insured on that policy. Exhibitors must also have a Certificate of Insurance forwarded to Equestrian Promotions, Inc. *at least 30 days prior to the event.* A new certificate is required each year. Both shows may be listed on a single certificate. Exhibitors will not be permitted to set up their booths without this certificate, regardless of type of booth. No refund of booth rent will be made for failure to comply with this Insurance Certificate requirement. The company named on the Application must be the company named on the Insurance Certificate as the policyholder. If you do not currently have business liability insurance, please contact our office and we will recommend companies to you.

**Refund Policy**

All refund requests must be made in writing to Equestrian Promotions, Inc., P.O. Box 924, Bel Air, Maryland 21014 or by email to info@horseworldexpo.com or info@nationalpetexpo.com in 2013 by dates shown below. Deposits made for a specific show are applied to that show only and may not be applied to another Horse World Expo or National Pet Expo event. Refunds of booth deposits and booth rental payments will be made as follows:

*Maryland Expo:* Full refund if requested by Sept. 15; 50% if requested after Sept. 15, and before Oct. 15. No refunds will be made after Oct. 15.

*Pennsylvania Expo:* Full refund if requested by Oct. 30; 50% if requested after Oct. 30, and before Nov. 30. No refunds will be made after Nov. 30.

The person signing this Application for Booth Space expressly represents and warrants to Equestrian Promotions, Inc. that he/she is authorized by the exhibitor to bind it to the terms and conditions of this Application. The signer of this Application understands and agrees that he/she is personally bound and liable pursuant to the terms and conditions hereof in the event that such authority to bind the exhibitor does not exist.

Signature \_\_\_\_\_  
Title \_\_\_\_\_  
Date \_\_\_\_\_

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**PAYMENT BY CREDIT CARD:**

**Company Name:** \_\_\_\_\_

**Card Holder Name (Please Print):** \_\_\_\_\_

**Billing Zip Code:** \_\_\_\_\_ **Security Code:** \_\_\_\_\_ (located on back of card)

**Credit Card Number:** \_\_\_\_\_ **Expiration:** \_\_\_\_\_

**Amount:** \$ \_\_\_\_\_ **Authorized Signature:** \_\_\_\_\_

Initial here to have future payments automatically deducted from the above card.

*By signing in this box, you authorize Equestrian Promotions, Inc. to deduct your additional booth payments in the percentages shown above on or after the due dates shown. You may stop automatic payments at any time by notifying us in writing or by phone.*

If you are paying with a credit card, you may fax this application, scan/email or mail completed Application and deposit to:

Equestrian Promotions, Inc.,  
P.O. Box 924, Bel Air, Maryland 21014  
Office: 301-916-0852 - Fax: 301-916-0853  
email: info@horseworldexpo.com or info@nationalpetexpo.com

Each exhibitor will receive, at no charge, one category listing in the Expo Show Program for each event where they are registered. Additional listings may be purchased for \$10 per category, per show and must be paid in full with the Application for Booth Space. From the below list, please select the category where you would like your business listed. If you do not see a category that fits your business, please select "Other" and describe the category you believe fits your business. If you do not select a category, Equestrian Promotions staff will select a category it feels best fits your business. Equestrian Promotions reserves the right to change or consolidate vendor categories.

<b>Category Code and Description - Horse World Expo</b>		
AEB - Apparel-Embroidery	FOT - Footing	RAS - Race Stables/Partnerships
AEN - Apparel-English	GIF - Gifts - Equestrian Motif	REE - Real Estate
AOT - Apparel-Other	HAR - Harness and Supplies	RES - Rescue Organizations
AWS - Apparel-Western	HAY - Hay and Straw	RID - Riding Clubs
APA - Artwork-Paintings and Prints	HOM - Home Furnishings	RIF - Rider Fitness
ASC - Artwork-Sculpture	HRS - Horse Shows	RIL - Riding Lessons
ASO - Associations	HIT - Horse Trailer Repairs/Hitches	RIP - Riding Programs
BED - Bedding	HRT - Horse Trailers	RIN - Ring Construction
BOR - Boarding Services	HSB - Horse Supplies/Blankets	MAT - Rubber Mats
BOE - Boots-English	HSC - Horse Supplies/Hoof Care	SAD - Saddlery MFG
BOW - Boots-Western	HSG - Horse Supplies/Grooming	SAL - Sales – Horse
BRO - Breed Organizations	HSH - Horse Supplies/ Halters	SCH - Schools
BRH - Breeding - Horse	HSO - Horse Supplies/Other	SIG - Signs - Farm/Truck/Trailer
BRS - Breeding - Supplies	HSS - Horse Supplies/Saddle Pads	SNK - Snacks & Food
CAR - Carriages	INF - Insurance – Farm	SPO - Sponsor
CLI - Clinician	INL - Insurance – Horse/Livestock	STA - Stallion
CSI - Computer Services / Internet	INO - Insurance – Other	DRA - Stall Curtains
CON - Construction - Barns/Buildings	JEG - Jewelry – Gold	STL - Stalls & Barn Hardware
DRV - Driving Supplies	JEO - Jewelry – Other	SUP - Supplements and Nutraceuticals
EQD - Equine Dentistry	JES - Jewelry – Silver	TAE - Tack Stores-English
FEQ - Farm Equipment	JUM - Jumps	TAW - Tack Stores-Western
FSV - Farm Services	MHR - Medical – Horse Related	TRI - Therapeutic Riding
FSP - Farm Supplies	MHU - Medical – Human Related	TRA - Tractors and Farm Vehicles
FEM - Feed Manufacturer	MIN - Miniature Horse Tack	TRN - Training – Horse
FES - Feed Supplier	MIS - Misc. Non-Related	TRR - Travel – Ranches and Trail Rides
FEL - Fencing – Electric	MOD - Model Horses	TRV - Travel information
FME - Fencing – Metal	ORO - Organizations - Other	TVA – Travel – Equestrian Vacations
FNO - Fencing – Other	PHO - Photography	TRU - Trucks and Automotive
FPV - Fencing – PVC	BOK - Publications – Books	VET - Veterinary Services
FWO - Fencing – Wood	PER - Publications – Periodicals	OTH – Other (Describe):
FIN - Financial Services	RAC - Race Tracks	

<b>Category Code and Description - National Pet Expo</b>		
BFT - Bird - Food & Treats	FHC - Fish - Health & Care	FIN - Financial Services
BHC - Bird - Health & Care	FSP - Fish - Supplies	GPL - Gifts for Pet Lovers
BTR - Bird - Training/Behavior	RFT - Reptile - Food & Treats	GRM - Grooming & Accessories
BSP - Bird - Supplies	RHC - Reptile - Health & Care	HOM - Home Furnishings
BRA - Bird - Rescue/Adoption	RTR - Reptile - Training/Behavior	MHU - Medical – Human Related
CFT - Cat - Food & Treats	RSP - Reptile - Supplies & Habitats	MIS - Misc. Non-Related
CHC - Cat - Health & Care	RRA - Reptile - Rescue & Adoption	ORO - Organizations - Other
CTR - Cat - Training/Behavior	SFT - Small Pet - Food & Treats	OTH – Other (Describe):
CSP - Cat - Supplies	SHC - Small Pet - Health & Care	PBE - Pet Bedding
CRA - Cat - Rescue/Adoption	STR - Small Pet - Training/Behavior	PHO - Pet Photography & Artwork
DFT - Dog - Food & Treats	SSP - Small Pet - Supplies	PVE - Veterinary Services
DHC - Dog - Health & Care	SRA - Small Pet - Rescue/Adoption	SIG - Farm Signs
DTR - Dog - Training/Behavior	APP - Apparel for Pet lovers	SNK - Snacks & Food
DSP - Dog - Supplies	BOK - Books & Magazines	SPO - Sponsor
DRA - Dog - Rescue/Adoption	BOR - Boarding Facilities/Day Care	SUP - Supplements and Nutraceuticals
FAS - Fish - Aquariums & Habitats	ENT - Entertainers & Speakers	TRV - Travel information

## BOOTH RATES – 2015

	Maryland Horse World Expo	Pennsylvania Horse World Expo	National Pet Expo Harrisburg, PA
Single 10 x 10 .....	\$ 525	\$ 675	\$ 600
Corner Booths - additional .....	\$ 75	\$ 75	\$ 75
Each Add'l 10 x 10 (2nd - 4 <sup>th</sup> booth).....	\$ 475	\$ 625	\$ 550
Each Add'l 10 x 10 (5 <sup>th</sup> - 8 <sup>th</sup> booth ...	\$ 425	\$ 550	Contact for Quote
Each Add'l 10 x 10 (9 <sup>th</sup> - 12 <sup>th</sup> booth).....	\$ 375	\$ 500	Contact for Quote
Each Add'l 10 x 10 (13 <sup>th</sup> booth and over).....	\$ 325	\$ 450	Contact for Quote
20 x 20 Booth .....	See Pricing above	See Pricing Above	\$1500
10 x 20 End Cap .....	\$1200	\$1500	\$1350
Stallion Avenue booth and stall .....	\$ 525	\$ 675	N/A
Stallion Avenue additional stall only .....	\$ 400	\$ 550	N/A
Breed Row booth and stall .....	\$ 250	\$ 375	N/A
Veterinarian/Breeder/Groomer.....	N/A	N/A	\$ 450
Non-Profit 10x10*.....	\$ 250	N/A	\$ 300
Bulk Space up to 1900 square feet .	\$2.20/sq ft	\$2.30/sq ft	\$2.20/sq ft
Bulk Space over 1900 square feet .	\$1.95/sq ft	\$2.05/sq ft	\$1.95/sq ft

*\*This space is available for clubs promoting their organizations for information only, no commercial businesses may be advertised in these booths and no products other than group logoed merchandise can be sold. All other booth regulations apply including exhibitor badge restrictions and insurance requirements. Booths must be manned at all times during show hours and are available in the Exhibition Hall.*

**Electricity must be ordered separately for the PA events**, if needed. Information for ordering electricity will be included with your Exhibitor Information Package. One 500w outlet is included in your Maryland booth.

## SHOW SCHEDULE

### Maryland Horse World Expo

#### Installation:

Wed Jan 14 Large equipment move-in  
Thu Jan 15 8:00am to 8:00pm  
Fri Jan 16 8:00am to Noon  
NO vendors will be permitted into the building for set-up before Thursday at 8am without written permission. Large equipment move-in times will be assigned in advance.

#### Show Hours:

Fri Jan 16 Noon to 8:00pm  
Sat Jan 17 9:00am to 7:00pm  
Sun Jan 18 9:00am to 5:00pm  
Vendors will be allowed into the show for set up 1 hour prior to the doors opening to the public.

#### Dismantling and Exhibit Removal:

Sun Jan 18 5:00pm to 10:00pm  
Mon Jan 19 8:00am to 11:00am

### Pennsylvania Horse World Expo

#### Installation:

Tue Mar 3 Large equipment move-in  
Wed Mar 4 8:00am to 8:00pm  
Thu Mar 5 8:00am to Noon  
NO vendors will be permitted into the building for set-up before Wednesday at 8am without written permission. Large equipment move-in times will be assigned in advance.

#### Show Hours:

Thu Mar 5 Noon to 8:00pm  
Fri Mar 6 10:00am to 8:00pm  
Sat Mar 7 9:00am to 8:00pm  
Sun Mar 8 9:00am to 5:00pm  
Vendors will be allowed into the show for set up 1 hour prior to the doors opening to the public.

#### Dismantling and Exhibit Removal:

Sun Mar 8 5:00pm to 10:00pm  
Mon Mar 9 8:00am to 11:00am

### National Pet Expo at Harrisburg

#### Installation:

Thu Mar 5 2:00pm to 8:00pm  
Fri Mar 6 8:00am to 2:00pm  
NO vendors will be permitted into the building for set-up before Thursday at 4pm without written permission. Large equipment move-in times will be assigned in advance.

#### Show Hours:

Thu Mar 5 N/A  
Fri Mar 6 2:00am to 8:00pm  
Sat Mar 7 9:00am to 7:00pm  
Sun Mar 8 9:00am to 5:00pm  
Vendors will be allowed into the show for set up 1 hour prior to the doors opening to the public.

#### Dismantling and Exhibit Removal:

Sun Mar 8 5:00pm to 10:00pm

**All vendors are required to remain set up until Sunday 5:00pm unless otherwise previously agreed to in writing.**  
All displays must be removed no later than Monday 11am NO EXCEPTIONS.