



# 2024 HHF Vendor & Exhibitor Agreement

## **Restrictions include:**

- *No prepared food sales (HHF contracted food vendors, candy and non-prepared items excluded)*
- *No open alcoholic beverage sales (factory sealed alcohol sales allowed but no alcohol may be consumed onsite; separate permit required by law)*
- *No hazardous material use, display, or sales*
- *No noise-makers or other items deemed unsafe for use around horses*
- *No contractual sales*
- *Only family friendly products displayed or sold*
- *Lost or stolen items are the responsibility of the vendor*
- *Vendor does not hold the Horse Heritage Festival or its affiliates responsible for any injury onsite*

## **Provided by Event Organizer:**

- Illustrated map
- Schedule of events
- Trash receptacles near booth area

## **Provided by Vendor:**

- Original valid permit posted in booth (i.e., California Seller's Permit, Mobile Food Facility Vendor Permit, or Temporary Food Facility Vendor Permit) and a copy provided with the HHF Registration Form.
- Event tables, chairs, and canopies as necessary
- Portable generator if booth power is required
- Cash/change for booth sales (ATM not available onsite)
- Optional – business cards for display at the Registration / Information booth
- Optional – donation of raffle item

## **Code of Conduct**

*Applies to Vendor and Vendor Employees/Guests;*

Minimum hours of operation: 10:00am - 3:00pm; Check in and set-up by 9:30am, tear down by 4:00pm.

- Radios and other audio equipment may not be used.
- Pack In/Pack Out
  - During event, vendor responsible for disposing of booth trash and recyclables using marked containers provided
  - Upon event conclusion, vendor responsible for clearing trash and debris from booth area. No items may be left in booth area.
- Conduct and dress appropriate for a family environment
- Report emergencies to staff at Registration /Information Booth
- Report all lost or missing children to staff at Registration /Information Booth

## **PLEASE NOTE:**

**All vendors must check-in at the Registration / Information booth upon arrival the day of the event.**

**All vendor property is unsecured, and the sole responsibility of the vendor.**

**Restrooms and hand washing facilities are located at the event.**