

Vendor Guidelines

2010 National Sheepdog Finals at Belle Grove Plantation in Middletown, VA September 18, 2010 through September 26, 2010

The National Sheepdog Finals is held annually at various locations across the country. Some of the previous events were held in Sturgis, South Dakota; Klamath Falls, Oregon; and Gettysburg, Pennsylvania. In 1999 the trial was held at the Belle Grove and was a great success. There were over 20,000 spectators in attendance at the Belle Grove in 1999. The competitors are members of the United States Border Collie Handlers' Association. Of the hundreds of individual events held across the US and Canada during the year, these are the top 150 invited in to compete for the National Championship in the Open and the nursery classes. Visit our website: www.nationalsheepdogfinals.com

Other activities included with admission are a tour of the Belle Grove Plantation and the Cedar Creek Battlefield. In addition there will be available for the children other dog related demonstrations such as: police dog and agility demonstrations. There will also be sheep and pet related vendors on the grounds.

Contact: Nancy Cox Starkey
12895 Colonial Drive
Mt. Airy, MD 21771
NCStarkey@aol.com

Booth Space: 10'x 10' **\$100**
 10'x 20' **\$200**
 Trade Vendor Space **\$250**

No electrical hook ups are provided (generators permitted)
Vendors are responsible for their own booth security.
Trash / garbage collection will be provided.
Water will be provided from a shared water hydrant, vendors supply hoses to connect.

Dates: Saturday, September 18th through Sunday, September 26th, 2010. We welcome vendors for the duration of the event. However, if you wish to set up for only a portion of the days available, please indicate those dates on your application. The booth space fee is the same regardless of days in attendance. We strongly encourage vendors to be on site Friday 10 am through Sunday 5 pm of the event (both weekends), as these are anticipated to be heaviest spectator days.

Application deadlines, August 1st, 2010. Applicants will be notified of acceptance/decline within 30 days of receipt of application. No refunds will be issued after August 20, 2010.

Items to Include with Application. (Applications without required information will be not be considered)

1. Brief description of your booth and the items you intend to sell. Also include a description of any vehicles you will be bringing to the event (car, utility trailer, RV, etc.)
2. Signed Agreement, Waiver and Release; Proof of Insurance (certificate of liability)
3. Check Payable to “National Finals Committee” for associated vendor fees;
4. Copy of your Sales Tax License for the state of Virginia.

Criteria for Craft Vending Booth Applications will be juried. The National Finals Committee reserves the right to reject items and/or vendors that may be in conflict with the family/farm theme of this event. The Vendor Coordinator will notify you upon receipt of your application if the merchandise you wish to sell does not meet the approval criteria.

Set-up/Breakdown Times – Vendors should not arrive on site before September 17, 2010. Vendors are responsible for securing their tents and otherwise protecting their spaces, booth materials, and products from the elements. Vendors should not break down their booths before the majority of spectators have left the event for the day.

Licensing/Insurance – Vendors must have a valid Virginia sales tax license, and must keep a copy of such with them at the trial. Additionally, all vendors must provide a certificate of liability in the amount of \$500,000, naming the National Finals Committee and Belle Grove Plantation, as additional insured’s. Vendors who need to obtain an appropriate certificate of liability should contact: Richard Williams at 570-289-4733 for information on securing the required insurance.

“USBCHA” and “National Finals”: along with the drawings of dog and sheep are trademarked material and are not to be sold through vendor booths with the exception of vendors that have a working trademark agreement with the USBCHA National Finals.

Booth Assignment & Location will be the sole discretion of the Vendor Coordinator and the NFC. Special needs for vendors should be stated in the original application, and accommodation of those needs will be determined by the Vendor Coordinator.

Vendor Camping – Allowed at the trial site, but may be in an area away from vending booths.

Vendor Parking – Each vendor will receive a parking pass for their vehicle.

Stocking Booths/Inventory – Vendors should stock their booths before the event begins each day. Vehicle traffic should be limited in the vendor area during the event.

Pets Allowed – Pets are permitted. But, pets must be on a leash at all times.

Vendor Application

Send to: Nancy Cox Starkey 12895 Colonial Drive Mt. Airy, MD 21771

Name:

Business Name:

Address:

Phone: (day) _____ (evening) _____

Email:

Dates you anticipate attending the event:

Description of vending unit: (include size)

VA State Sales Tax Number and Exp. Date (if applicable):

Special needs of vendor:

Please attach the following to this application:

1. Brief description of your booth and merchandise. Please include a description of vehicles you will be bringing (utility trailer, car, RV, etc)
2. Signed agreement, waiver & release, and proof of insurance (certificate of liability for \$500,000)
3. Copy of your sales tax license.
4. Check payable to "2010 National Finals Committee" for vendor fees (see below)

Vendor Space

- ___ 10'x10' Booth Space \$100
- ___ 10'x20' Booth Space \$200
- ___ Trade Vendor Booth Space \$250

Total Fees Included (Payable to "2010 National Finals Committee") \$_____

FOOD & CRAFT VENDOR AGREEMENT

In consideration of acceptance of my application to participate as a vendor at the 2010 USBCHA National Sheepdog Finals, I hereby state that I will comply with all applicable rules pertaining to vendors and event attendees. I understand that additional rules may be posted, and I agree to adhere to them. I understand that the organizers of this event, in its sole discretion, may refuse participation to any vendor.

I understand the nature of this event and of the host site. I understand that I, and/or my property, may be exposed to accident, damage, theft, and inclement and/or damaging weather, while I participate as a vendor for this event. I waive any claim of any form against the National Sheepdog Finals committee, Belle Grove Plantation, and other livestock/sheepdog handlers participating in this event. I understand that the organizers of this event are not responsible for insuring me, or my property, against any injury or loss, and that I am responsible for provision of my own insurance in a form acceptable to event organizers.

I have read, and understand, this agreement, as well as the conditions of participation set forth in the vendor application.

Name of Vendor

Date

Printed Name

Any persons assisting vendor must review above rules and agreement, and sign below:

Print name

Signature

Date

Print name

Signature

Date

Print name

Signature

Date