



ROCKMART PRO RODEO 2023

VENDOR POLICIES & GUIDELINES

Required Hours of Operation:

- Purchase of booth space is for Friday (9/8/23), Saturday (9/8/23) or both evenings. Gates open at 6:00 PM Each Day.
- All vendors must be open and ready for business by 5:30 PM each day and are encouraged to stay open until the end of the event. **Vendors may only close early with special permission from the Rodeo Organizer.**

Vendor Load-In/Out:

- **Load-In:** Day of the event starting at 12:00 PM. Must be setup before 4:30 PM
- **Load-Out:** All vendors load out upon the conclusion of the event and must be out of the venue by 11:00 PM. Vendors who will be open for the following evening will be allowed to leave their booths setup. Security is not provided overnight and RPR and Haney Arena are released of any and all liability.

Load-In/Out Notes:

- Vendors with more extensive operations may be allowed to set up early.
- All vendors will be given a Site Loading Permit to load in and out and will be directed to their site by staff. Do not attempt to access the site without the vendor coordinator giving you final approval and a vendor pass and parking pass.

Vendor Parking:

- **Important Note: There is parking available a short distance behind booth spaces for preapproved vendors only.**
- Once your booth is setup, you will be asked to relocate your vehicle to the indicated spaces in the main lot (not behind the booths)
- You must display the vendor parking pass provided on the day of the event through your windshield on your dash. You may not park in the way of any entrances or in a manner that will block parking or access to any amenities or other booths at any time. Failure to comply may result in your vehicle being towed at your expense.
- If you park in the vendor parking lot without proper credentials, your vehicle may be towed at your expense.

Restrictions:

The following items are not permitted:

- Sale of alcoholic beverages
 - Dumping any waste or liquids on the ground
 - Trailers or smokers (unless given written permission by Rodeo Coordinator)
 - Sale of tobacco products, weapons (real or facsimile), or drug paraphernalia
 - Fireworks
 - Profanity of any kind
 - The use of any candles, lamps, lanterns, or anything with an open flame (unless used for cooking in approved food booth). Decorative lights powered by batteries are acceptable.
 - Signs, banners, or displays of any kind relating to alcoholic beverages, religion, or politics.
- All materials draped from the booth/tent space must meet fire codes and other public safety laws/codes, rules, standards, and regulations.

Any of the above-mentioned infractions will result in removal of booth with no refund.

Vendor is responsible for waste and disposal. Vendor area must be cleaned and maintained by the vendor.

- Vendors must provide all other gear, lighting, additional tables/chairs, etc. not covered above. (The area will be dimly lit and we suggest bringing solar/battery powered light sources.)
- All vendors, regardless of providing insurance, must sign a waiver of liability before being allowed to enter the arena grounds.

Other Requirements:

- No dumping of any waste.
- All vendors must abide by all County Health and Fire Codes.
- Vendor booths will be reviewed/inspected before being allowed to open.
- Event is rain or shine. Booth fee is non-refundable.
- An audit of your booth space is required before you leave the site. If a vendor's area is found not to be cleaned upon departure, a future cleaning deposit of \$250 will be required before you will be approved for another event. Contact the vendor coordinator before leaving the site.

A Confirmation of acceptance will be followed by a request for payment upon approval.

Booth Placement is up to the RPR Rodeo Organizer's sole discretion.

All Policies and guidelines are final and can only be changed or adapted with written approval from the Rodeo Organizer.

Follow the link below to apply.

<https://forms.gle/uWSLcKFBziFfupPX8>

