



Millbrook Horse Trials

Weekend Vendor Contract

Friday, July 26, Saturday, July 27 & Sunday, July 28, 2024

Friday Evening Sip & Shop: 5:30 - 7:30 pm • Saturday hours: 10:00 am - 5:00 pm,

Sunday hours: 10:00 am - around 3:00 pm

Set-Up: Friday, July 28: 12:00 - 5:00 pm

Vendor Name _____
Please provide vendor name as it should appear on all listings.

Contact Name _____ Title _____

Address _____ City _____ State _____ Zip _____

Contact Phone _____ Mobile _____

Email _____ Website Address _____

Description of Business _____

*Please provide a very brief description of your business as you would like it to appear on all listings.
Email your logo for website listing to: TradeFair@millbrookhorsetrials.com*

SITE FEES & RENTALS:

All Weekend vendors will be in a large tent. Booth sizes and prices are as follows:

Site Fees:

10' x 10' space: \$600 \$ _____

10' x 20' space: \$1200 \$ _____

10' x 30' L-shaped corner space (only 2 available): \$1500 \$ _____

Rentals:

6' tables - \$10 each No. _____ \$ _____

8' tables - \$10 each No. _____ \$ _____

White Tablecloths - \$25 each No. _____ \$ _____

Folding Chairs - \$5 each No. _____ \$ _____

Total Rentals & Site Fees \$ _____

Full payment due by June 1

The Millbrook Horse Trials is run on property generously lent to us for the event by several landowners. In order to ensure that they are appropriately protected from liability, landowners require that the Millbrook Horse Trials have contracts in place with all service providers who will be operating on their properties, and that such contracts expressly require that the landowners be named as additional insureds on the liability policies of the service providers. Accordingly, by signing this contract between you and the Millbrook Horse Trials, you acknowledge that, as a condition of our contract, you are required to name as additional insureds the persons and entities listed below.

Millbrook Horse Trials • P.O. Box 893 • Millbrook, NY 12545

The Millbrook School • 131 Millbrook School Road • Millbrook, NY 12545

Riga Meadow at Coole Park , LLC • 1031 Bangall-Amenia Road • Amenia, NY 12501

Riga Property, LLC • 1031 Bangall-Amenia Road • Amenia, NY 1250

Please note that the additional insureds above must be named to your comprehensive general liability, as well as product and automotive, if applicable. By signing this contract you acknowledge that participating in this Trade Fair involves some risk of damage to, or loss of, personal property and you hereby absolve Millbrook Horse Trials, its officers, directors, employees and volunteers from any liability whatsoever for such damage or loss and waive any right of recovery against them.

Signature _____

Date _____

Please Note: Your space is not guaranteed until we receive your paperwork and payment.

Please send your non-refundable vendor fee, signed contract, and up-to-date certificates of insurance to:

MHT Trade Fair • PO Box 893 • Millbrook, NY 12545

Make checks payable to Millbrook Horse Trials with “Trade Fair” on the memo line

All paperwork and checks to be received by June 1, 2024

For questions, contact: TradeFair@millbrookhorsetrials.com