

TRADE SHOW



# Tradin' Post Trade Show Vendor Application

Date: Friday, April 28-30, 2022

Location: Pendleton Convention Center, 1601 Westgate, Pendleton, OR

Times, location and space are subject to change.

**Set up:** Thursday, April 28: 1pm – 7pm; Friday, April 29th, 7am – 9am

Must be set up fully by 9am on Friday April 30th

**Show Hours:** Friday, April 30th - 9am – 7pm sharp;

Saturday, April 30th : 9am–6:30pm (or 30 minutes after close of the horse sale)

**Tear down:** Saturday, April 30th : 6:30pm (or 30 minutes after close of the horse sale)

Sunday, May 1st 7am – Noon.

**All Vendors MUST BE OUT no later than 12pm/ Noon, Sunday May 1st.**

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

Address: \_\_\_\_\_

Contact Name & Title: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

Website: \_\_\_\_\_

Brief Product Description: \_\_\_\_\_

\*\*\*COVID 19 Restrictions may limit space, availability and attendance. Please indicate if you have a trailer or tent for outdoors as entries may be limited to outdoor vendors. PCB is unable to provide outdoor coverings. You may apply for both indoor and outdoor, note your preference below. PCB will notify vendors of any changes by April 1, 2022.

**Mark space requested:**

\_\_\_\_\_ Inside (subject to above) 10'Booth Space \$225

\_\_\_\_\_ 15' Booth Space \$250

\_\_\_\_\_ Outside Trailer or Tent Booth Space \$200

We are increasing our Social Media Advertising, and would like to help you get your product advertised for our event. If you have items that will be on sale at our Trade Show this year, please "tag" it with our Facebook page so that we may help advertise with you.

Do you require electricity? YES/NO (circle one)

Electricity unavailable if outdoors

Custom Booth Spaces available with approval and subject to additional pricing. Inside Booth Space includes back and side drapes, table, chair, and electricity if needed. Table Space includes 8' table, chair and electricity if needed.

**Vendor agrees to be completely set up by 9am Friday, April 29th** and remain in place for duration of show and will not tear down prior to show closing May 1st at 6:30pm (or 30 minutes after close of the horse sale. **All Vendors must be paid in full prior to their spot being reserved. No vendor will be allowed to set up if not paid in full. Payment due March 15, 2022.**

(Signature) \_\_\_\_\_ (Date) \_\_\_\_\_

Send completed application (and pictures, if applicable) with check payable to Pendleton Cattle Barons to P.O. BOX 1900, Pendleton, OR 97801

Contacts: Missy Fairbank at 541-377-8014 or Karen VanderPlaat at 541-969-9893 or email: PCBTradeshow@gmail.com