

TRADE SHOW POLICIES & INFO

ONCE PAYMENT IS MADE IN FULL, THERE WILL BE NO REFUNDS, NO EXCEPTIONS

The PRCA Trade Show is an invitational, non-commercial event, meaning the sale of products is prohibited. All vendors must be current, eligible PRCA Members or PRORODEO FANZONE Members at the time of registration. To become a **PRORODEO FANZONE Member**, visit: www.prorodeofanzone.com. In order to be eligible to attend the PRCA National Convention as a PRORODEO FANZONE Member, you must at least be a copper level fan (\$100/year.)

THE SALE OF PRODUCTS IS PROHIBITED. If you have not purchased a booth nor will be sharing with someone, you may not set up, advertise, or pass out business cards at the trade show or outside the trade show entrance.

The purchase of additional booths is permitted for both Contract Personnel Members and PRORODEO FANZONE Members. PRORODEO FANZONE Members who wish to purchase more than one booth space will not be allowed to share space with another PRORODEO FANZONE Member or Contract Personnel Member. Only PRCA Contract Personnel Members will be permitted to share a booth. There will be no more than 2 members per booth (or two acts per booth as in the case of trick riders).

Those who had a booth at the 2017 Contract Personnel Trade Show may reserve the same booth if, and only if, their application is submitted no later than September 12, 2018. **Beginning September 13, 2018, booths will be assigned on a first-come, first-served basis.**

PRORODEO FANZONE Members who wish to have a booth at the trade show will be assigned a booth after all other PRCA Contract Personnel have been assigned, and will only be assigned a booth if there is one available. All booth registration applications must be received by **September 28, 2018** to receive pre-registration booth rates. Should booth space still be available after this deadline, a late charge of \$100 will be applied to each registration accepted for booth space.

Below are the benefits of purchasing a booth for the Contract Personnel Trade Show. If it's not listed, then it's not included!

- 10' x 10' Booth Space
- One 6' long, 2' wide Draped Table
- Two Chairs
- One Booth ID Sign
- One Wastebasket
- Two 3' Curtain Walls (side boundaries), one 8' Curtain Wall (back of booth boundary)

If your booth requires electricity you will be required to purchase the service through the trade show management company. Additionally, should you bring in any items that you cannot hand carry yourself without the use of the dock, you will be required to use the freight services provided by the Trade Show Management Company. The loading dock will not be accessible to you to unload and load your own items. If you cannot hand carry the items yourself without the use of the dock, you will be required to pay for freight service.

If you will have a trailer that will need to be parked near the South Point Hotel, Casino & Spa, you must submit a request no later than November 1, 2018 in order to be considered for approval. Requests for parking may be made directly to Amy Jo Fields at the PRCA National Headquarters.

There may not be any motorized vehicle (motorcycles included) within your booth unless you are granted permission from the Las Vegas Fire Department (which includes an application and all applicable fees). If it has a motor that needs gasoline for fuel, you will have to submit a request for approval with the Las Vegas Fire Department.

Additionally, large booth aids, such as video play-back screens, may or may not be able to be located in the trade show area depending on the size of the unit. Therefore, we ask that should you wish to use any unconventional aids in your booth, including generators, that you submit a formal request stating your planned booth decor. This will allow for your aids to be reviewed for approval by the PRCA, South Point Hotel, Casino & Spa along with the Trade Show Service Provider. All requests may be made directly to **Amy Jo Fields** at the PRCA National Headquarters.
