

# 2025 GSEC VENDOR APPLICATION

Dear Vendor,

We would like to thank you for your interest in being a Vendor at upcoming events at Great Southwest Equestrian Center (GSEC). We realize you have a choice as to where you do business and appreciate you choosing GSEC. We wish you success when participating in our shows.

## TERMS AND CONDITIONS FOR VENDORS

**The following paragraphs set out the Terms and Conditions for Vendors at GSEC. On receipt of the signed statement acknowledging these terms and conditions together with your preferred shows, we will do our best to accommodate your request. Please note that receipt of your request does not guarantee a space. Once all the requests have been received and the available space determined you will be contacted and your attendance confirmed.**

## FEES

Vendor will pay all fees prior to setting up for each show. Vendor will not be allowed to set up or be present at the facility if fees have not been paid unless other arrangements have been made. If the event fees are paid late (after the end of the show) GSEC reserves the right to charge the equivalent of three times the contracted vendor fee. Fees may be paid in cash, check or by credit card (3% convenience fee added). Any returned checks or declined credit cards will be charged \$50 or 10% of the total invoice whichever is greater. Vendor Space Rental Fees will be due on the first day of each show. Payment must be delivered to the Vendor coordinator Brittany Hildebrand or in the business offices of GSEC prior to setting up. To eliminate complicated billing, Vendors will be charged for each competition day of the horse show regardless of if they are onsite or open. There is no charge for move in days.

## SPACE ASSIGNMENT

Upon receipt of signed agreement, we will do our best to accommodate requests, but no Vendor has a designated "spot." Vendor must set up in assigned area, and there can be no exceptions. Furthermore, Vendors must stay within their assigned area and not encroach upon other areas.

## CHARACTER OF EXHIBIT

GSEC reserves the right to restrict, prohibit, or remove any exhibits or exhibitors which, in the sole judgment of GSEC Management, may be considered offensive or detract from the general character of the show. This reservation includes persons, noise, items, conduct, printed material, flags or displays that may spook horses as well as anything of an objectionable character.

## PROHIBITED PRODUCTS FOR SALE

Vendors are prohibited from selling horse bedding, feed and hay on the premises. Vendors are, also, prohibited from selling food or beverages on the premises unless approved by GSEC.

## MOVE IN AND MOVE OUT

The safety of riders and horses is paramount. To that end vendors must move in and out on the day and time as set forth by GSEC management. For the shows marked with an Asterix (\*) move in will 2 days the before the competitions begins. For all other shows move-in will be one before the show commences. If a vendor is late for a designated move in time GSEC reserves the right to not hold the assigned space. If there is no other appropriate space upon arrival of the late Vendor, it is possible they will not be able to exhibit at that event.

- Vendor agrees to set up in the GSEC assigned space only. Vendor will not encroach or intrude on other Vendors areas and interfere with their setup.
  - Example: Unplugging adjacent Vendors electrical cords, parking or storing merchandise in unassigned areas etc.
- All Vendors must move out on the final day of the event unless other arrangements are made. Any trailers or booths not moved by designated time may be moved by GSEC. Vendors will be fined \$500.00 if GSEC is forced to move Vendor's trailer or booth. In addition to this fee, Vendor will be responsible for any expenses incurred including commercial towing, labor etc. GSEC will not be responsible for any damages or losses incurred if GSEC moves Vendor.

- No trailers are to be left on GSEC property without the consent of GSEC. Any trailers left in GSEC lots are subject to be towed at Vendors expense.
- Vendors will leave the property in the same condition as it was prior to the show.
- GSEC will not be responsible for any materials, equipment or property left behind after the show. Vendors may be billed for excessive cleanup (e.g., mulch, trash, and flyers), repairs or expenses GSEC incurs to return the space to its original condition.
- Vendor must provide all materials and labor for set up.

### **CANCELATION OF VENDOR REQUEST**

- **Vendors may cancel their vendor request up to 48 hours before the start of the competition without charge. Cancellations after that time attract a cancellation fee equivalent to the vendors' fee.**

### **HOURS**

- **If your trailer/tent/booth is in a vendor space, you will be charged for the duration of the show whether you open or not.** To preserve the appearance of the Vendor area we ask that Booths be open for business during show hours. If you are not open on a particular day the area around your booth must be neat and cleared of all items that may blow away or create clutter.
- For Safety reasons please do not drive through the middle of the showgrounds during show hours. Vehicles will only be allowed in the Vendor areas up to 30 minutes prior to the start of the show to load and unload unless accompanied by a GSEC representative.
- No long-term vehicle parking in the vendor area. Please unload your vehicle and park in a designated parking lot as quickly as possible.

### **SHIPMENTS**

GSEC accepts packages as a courtesy. All Vendor directed shipments to GSEC are the sole responsibility of the Vendor and GSEC will not be liable if they are lost, stolen or damaged. Any costs for shipments are the responsibility of the Vendor. There will be a fee of up to \$200.00 if GSEC labor or equipment is needed to unload or load Vendor product or move Vendor items. If Vendor requires heavy equipment to unload or load Vendor property, it is the responsibility of the Vendor to rent and operate the equipment.

### **INSURANCE**

Vendor shall maintain, and provide proof thereof, commercial general liability insurance, in a form and with a company or companies acceptable by GSEC, to cover Vendor's activities and obligations hereunder and Vendor's indemnity obligations set forth in Section 11 below. The minimum limit of liability, which can be increased at GSEC's sole discretion, shall be \$1,000,000 per occurrence. The policies shall name GSEC as a certificate holder and an additional insured. Vendor will cause insurance company to promptly notify GSEC as an additional insured in the event the policies are changed or cancelled for any reason.

### **DAMAGES**

Vendor agrees to be solely responsible for and pay all costs for repair or replacement of property and any other damages caused by a Vendor and/or its employees, contractors, invitees, suppliers, material staff or workers. This includes any damage done by staple guns, duct tape, etc. Vendor agrees to post Vendor related material in designated areas only. GSEC shall in no way be held liable for any lost, damaged or stolen items or property.

### **INDEMNIFICATION**

Vendor shall defend, protect, indemnify and hold GSEC and its affiliates, partners, managers, owners, agents, employees, volunteers and representatives (collectively the "GSEC parties") harmless against any and all claims, demands, damages, losses, causes of action and judgments of every kind and character, including court costs and attorney's fees, arising, occurring, growing out of, incident to, or resulting directly or indirectly from Vendor's activities or participation hereunder, including without limitation Vendor's participation in the event or show, attendance at the GSEC facilities or vendor's products sold in the event or show. Vendor further agrees, at its own expense, to defend any claim, lawsuit or other action brought against the GSEC parties founded upon the claim or allegation of such liability, damage or loss, regardless of whether or not the GSEC parties or Vendor ultimately may be found liable for such damage or loss.

### **PERMITS/COMPLIANCE WITH LAWS**

Vendor agrees to obtain any and all permits and/or licenses required to conduct business at GSEC. Vendor shall comply

with all federal, state, county and municipal laws, rules and regulations that are now, or may in the future become, applicable to Vendor's activities or participation hereunder.

## **INDEPENDENT CONTRACTOR**

Vendor is an independent contractor and not an employee, officer, or agent of GSEC.

## **DISPUTES**

Disputes arising from any cause whatsoever, among Vendors, Staff, or the general Public, shall be resolved in the sole discretion of GSEC and such decisions will be final. GSEC further reserves the right to discontinue any exhibit which may be conducted in violation of the conditions, rules and regulations governing the show. There will be no refund of rental space.

## **EVENT PHOTOS**

Vendor hereby agrees to grant GSEC the right to use photos or video of their exhibit, and other information regarding their participation, in GSEC press releases, promotional materials and advertising.

## **DOGS**

Dogs belonging to Vendor or in and around Vendor's space are the responsibility of Vendor and must be leashed/confined at all times. Animals that pose a nuisance e. g. excessive barking, aggression, or interfere with the event in any way will be asked to leave.

## **TERMINATION**

In addition to any other rights or remedies which may be available to GSEC, if Vendor fails to perform any of its obligations in this Agreement, GSEC may refuse to allow Vendor to participate in the current event or any future event and may ask Vendor to immediately remove all of Vendor's property from premises.

## **GOVERNING LAW**

This Vendor Terms and Conditions agreement will be interpreted and enforced in accordance with the laws of the State of Texas. Vendor agrees that any action, suit, or claim in connection with this Vendor Terms and Conditions agreement will be carried out in state or federal courts located in Harris County, Texas.

## **ASSIGNMENT**

Vendor shall not assign or in any way transfer this Vendor Terms and Conditions agreement or any of its parts, right, title or interest hereunder, without the prior written consent of GSEC, which consent may be withheld in GSEC's sole discretion.

## **ATTORNEYS' FEES**

In the event GSEC engages legal counsel to enforce any provision in this agreement against Vendor, then to the extent GSEC prevails in such efforts, GSEC shall be entitled to recover its costs and expenses, including reasonable attorneys' fee.

## **Pin Oak Charity Horse Show (POCHS)**

Please note that the dates for the POCHS are included for planning purposes only. The POCHS Saddlebred/Morgan/Hackney show will be available for booking by the week and at the same cost as normal shows. However, for Weeks I, II, & III of POCHS separated pricing applies and vendors will be required to stay for **all** three weeks. Bookings for vendor spaces at all the POCHS show weeks are subject to a separate bidding note that will be issued shortly.

## 2025 Great Southwest Equestrian Center VENDOR SPACE REQUEST FORM

Business Name: \_\_\_\_\_

Contact: \_\_\_\_\_

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

City/State/Zip: \_\_\_\_\_

Office Phone: \_\_\_\_\_

Contact # for person on site: \_\_\_\_\_

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

Description of Business: \_\_\_\_\_

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### SHOW DATES: (Please check applicable weeks)

- |   |   |       |
|---|---|-------|
| <input type="checkbox"/> January 18 – 19 Houston Dressage Society Winter Show         | 2 | S-Sun |
| <input type="checkbox"/> January 25-26 GHHJA New Show                                 | 2 | S-Sun |
| <input type="checkbox"/> January 29-February 2 Winter Series I                        | 5 | W-Sun |
| <input type="checkbox"/> February 5 - 9 Winter Series II                              | 5 | W-Sun |
| <input type="checkbox"/> February 12-16 Winter Series III                             | 5 | W-Sun |
| <input type="checkbox"/> February 19-23 Winter Series IV                              | 5 | W-Sun |
| <input type="checkbox"/> February 28 - March 2 NRHA Great Escape Winter Slide Reining | 3 | F-Sun |
| <input type="checkbox"/> March 1-2 Emerald Classic Dressage                           | 2 | S-Sun |
| <input type="checkbox"/> March 10 (TBD) HLS&R Horse Judging                           | 1 | M     |
| <input type="checkbox"/> March 8 - 9 GHHJA Spring Fling                               | 2 | S-Sun |
| <input type="checkbox"/> March 19 - 22 Pin Oak Saddlebred Show                        | 4 | W-Sat |
| <input type="checkbox"/> March 26-March 30 Pin Oak I                                  | 5 | W-Sun |
| <input type="checkbox"/> April 2 - 6 Pin Oak II                                       | 5 | W-Sun |
| <input type="checkbox"/> April 9 - 13 Pin Oak III                                     | 5 | W-Sun |
| <input type="checkbox"/> April 17 -19 Spindletop Arabian Horse Show                   | 3 | F-Sun |
| <input type="checkbox"/> April 25 - 27 HDS CDI & Spring Classic I & II                | 3 | F-Sun |
| <input type="checkbox"/> May 1 - 4 GSEC Round Up                                      | 4 | T-Sun |
| <input type="checkbox"/> May 8 - 11 GSEC Fiesta Classic                               | 4 | T-Sun |
| <input type="checkbox"/> May 16 - 18 TASHA  | 3 | F-Sun |
| <input type="checkbox"/> May 17 - 18 Greater Houston Mini's Galaxy                    | 2 | S-Sun |
| <input type="checkbox"/> May 24 - 25 GSEC Dressage Diamond Classic (Memorial Classic) | 2 | S-Sun |

<input type="checkbox"/>	May 30 - June 1	Great Summer Slide Reining	3	F-Sun
<input type="checkbox"/>	May 31 - June 1	GHHJA Classic Show	2	S-Sun
<input type="checkbox"/>	June 7 - 8	HDS Summer Show I&II	2	S-Sun
<input type="checkbox"/>	June 7 - 8	Greater Houston Mini's Fiesta	2	S-Sun
<input type="checkbox"/>	June 17-21 (TBD)	EAP - Tentative	5	M-F
<input type="checkbox"/>	June 21-22	GHHJA Kaminski Summer Blowout	2	S-Sun
<input type="checkbox"/>	August 16-17	GHHJA Fun in the Sun Show	2	S-Sun
<input type="checkbox"/>	August 23-24	HDS Laborious Day Show	2	S-Sun
<input type="checkbox"/>				
<input type="checkbox"/>	September 6 - 7	Harvest Classic Dressage (formerly Platinum)	2	S-Sun
<input type="checkbox"/>	September 12 - 14	GSEC Heritage Classic Reining	3	F-Sun
<input type="checkbox"/>	September 13 - 14	GHHJA Mo Hot Daze	2	S-Sun
<input type="checkbox"/>	September 18-22	Southwest Showdown	5	W-Sun
<input type="checkbox"/>	September 25 - 28	GSEC Fall Classic	4	T-Sun
<input type="checkbox"/>	October 2 - 5	HDS Region 9 Championship	4	W-Sat
<input type="checkbox"/>	October 11 - 12	GHHJA Octoberfest	2	S-Sun
<input type="checkbox"/>	October 16 -19	GSEC Monster Mash	4	T-Sun
<input type="checkbox"/>	October 24 - 26	Pumpkin Slide Reining Show	3	F-Sun
<input type="checkbox"/>	October 29 - November 2	Dallas Harvest	5	W-Sun
<input type="checkbox"/>	November 5 - 9	GSEC Autumn Classic	5	W-Sun
<input type="checkbox"/>	November 12 - 16	GSEC Final Chase	5	W-Sun
<input type="checkbox"/>	November 22 - 23	GHHJA Finish Line	2	S-Sun
<input type="checkbox"/>	November 29 - 30	Paso Fino	2	S-Sun
<input type="checkbox"/>	December 6-7	HDS Schooling Show	2	S-Sun
<input type="checkbox"/>	December 11 - 14	Texas Winter Frost Fire	4	T-Sun

**VENDOR SPACE:**

(Please check applicable space requirements)

<b>DESCRIPTION</b>	<b>PRICE</b>	<b>NUMBER OF DAYS</b>
<input type="checkbox"/> Regular 10 X 10 Vendor Space	\$60.00	_____
<input type="checkbox"/> Sponsor Discount 10 X 10 Vendor Space	\$50.00	_____
<input type="checkbox"/> Regular 10 X 20 Vendor Space	\$75.00	_____
<input type="checkbox"/> Sponsor Discount 10 X 20 Vendor Space	\$65.00	_____
<input type="checkbox"/> Regular 10 X 30 Vendor Space	\$95.00	_____
<input type="checkbox"/> Sponsor Discount 10 X 30 Vendor Space	\$85.00	_____
<input type="checkbox"/> Regular 10 X 40 Vendor Space	\$115.00	_____
<input type="checkbox"/> Sponsor Discount 10 X 40 Vendor Space	\$105.00	_____

- Regular 10 X 50 Vendor Space \$135.00 \_\_\_\_\_
- Sponsor Discount 10 X 50 Vendor Space \$125.00 \_\_\_\_\_

**FOOD TRUCK**

Food Trucks shall be regarded as Vendors. A fee of \$100 per day will be applicable to Food Trucks, irrespective of their size.

<b>DESCRIPTION</b>	<b>PRICE</b>	<b>NUMBER OF DAYS</b>
<input type="checkbox"/> Food Truck Vendor Space	\$100.00	_____

**UTILITES**

Basic Electrical Service: 20 amp/110 volt and 50 amp/220 volt

**SPACE DESCRIPTION**

I have my own trailer \_\_\_\_\_ in size.

**AGREEMENT**

I have read the Terms and Conditions of this Vendor application and **BY SIGNING BELOW, I AGREE** to be bound by all Terms and Conditions of this Vendor application, and further agree to indemnify and hold harmless, Great Southwest Equestrian Center, it affiliates, officers, directors, employees, and agents from all costs, liabilities, attorney’s fees, judgments, and expenses incurred because of or arising out of any claim, assertion, or legal proceeding concerning my obligations under this contract and from any and all claims for injury or loss suffered during or in conjunction with any of the horse shows during which I will be a Vendor and for any and all claims arising out of the Great Southwest Equestrian Center management of those shows.

X \_\_\_\_\_  
Signature of Owner or Representative Date \_\_\_\_\_

X \_\_\_\_\_  
Print Name of Owner or Representative

**SENDING THE DEPOSIT & CONTRACT INFORMATION**

- Send your contract to the e-mail address: [Vendors@gswec.com](mailto:Vendors@gswec.com)
- E-mail Shane Coover at [Vendors@gswec.com](mailto:Vendors@gswec.com) or call 281-578-7669 to complete payment.

- If you are paying by cash or check, please let Glenda Gard know. Payment can be sent to...
  - Great Southwest Equestrian Center  
2501 S. Mason Road, Suite 100  
Katy, Texas 77450

#### **CONTACT INFORMATION**

Shane Covert Director of Sponsorship & Development - Email: [Vendors@gswec.com](mailto:Vendors@gswec.com) – Phone:  
832.402.4596