

CHAGRIN VALLEY PHA HORSE SHOW, INC. 2026 RETAIL VENDOR AGREEMENT

RETURN TO:
Erika Milenkovich, Trade Fair Coordinator
PO Box 23552
Chagrin Falls, OH 44023
Email: Erika@ensomediagroup.com
Phone: 440.668.2812
Or
Judith Hauser
Email: judy.hauser2988@gmail.com
Phone: 614.406.7700

EVENT DATES:
Opening Weekend: July 3-5, 2026
USEF A Rated week: July 8-12, 2026
Fieldstone Farm Therapeutic Riding Center Show-July 6, 2026

The undersigned hereby applies for Vendor space at Chagrin Valley PHA Horse Show, Inc. dba the Chagrin Hunter Jumper Classic, in accordance with the terms & conditions herein, and the 2026 Chagrin Valley PHA Horse Show Inc. rules.

BUSINESS NAME	
IS BUSINESS A NON-PROFIT	
CUYAHOGA CTY OR TRANSIENT VENDOR LICENSE #	
STREET ADDRESS	
CITY, STATE, ZIP	
BUSINESS PHONE (MARK WITH "C" IF IT'S A CELL)	
WEBSITE	WWW.
NAME OF CONTACT PERSON	
EMAIL	
CELL PHONE (IF BUSINESS PHONE IS NOT A CELL)	
LICENSE PLATE NUMBER	

VENDOR INFORMATION: **Please print** and provide ALL information requested

Business name should appear on signage and in the event program as follows: _____

Do you prefer phone or website to be published in the event program? Phone Website

Vendor spaces are approximately 10x10, located in a central 30' x 50' tent. Each vendor shall be responsible for providing their chairs and tables, etc.

PRODUCT SUMMARY: (Note – Only those products listed and subsequently approved by show management will be permitted to be displayed.)

The parties hereto are entering into this agreement for the rental of Trade Fair Space to the Vendor. Subject to the terms and conditions herein after set forth, Chagrin Valley PHA Horse Show, Inc. hereby leases space to the Vendor and both parties agree as follows:

SETUP: Vendor must discuss and confirm dates and times of setup, teardown, and hours of operation with Erika Milenkovich or Judy Hauser and detail below:

DATES	VENDOR SETUP	VENDOR TEARDOWN
Opening Weekend July 3-5, 2026	July	July
Rated Week July 8-12, 2026	July	July
ENTIRE SHOW JULY 3-12, 2026	July	July

SECURITY: Vendor is liable for their own property left at the show grounds.

PARKING: Each vendor will be instructed as to where they may park, and will be issued two vendor parking passes.

VENDOR AREA: Management reserves the right to make the final decision on placement of all vendors on the basis of appropriateness, availability, and sponsorship activities.

VENDOR COSTS AND REQUIREMENTS:

Vendor/sponsor stipulations include the following:

1. The tent will remain open for the duration of vendor/sponsor commitment..
2. CVPHA assumes no responsibility for the property of vendor.
3. Vendors, both boutique vendors and food vendors shall pay for either for entire 12 days of the show at \$500.00 or \$50.00 for each day..
4. Water is NOT available, so please come self-contained to the show.

REFUNDS: Cancellation of exhibit space requested in this agreement must be submitted in writing, and be received by the Chagrin Valley PHA Horse Show, Inc., c/o Erika Milenkovich, by June 15, 2026. Refunds are subject to a \$50.00 processing fee.

- iv. Vendor agrees to display or sell within his/her exhibit space only the specified types of products for which he has requested exhibit space and no others.
- v. Vendor agrees to have exhibit in place and removed at the times agreed to and detailed in this agreement, including any and all display tools including flooring, used by Vendor; however, **no exhibit shall be dismantled until one half hour after the close of the show.** Vendor agrees to pay a flat rate of \$100 per day if these move-in and move-out deadlines are not met.
- vi. Vendor reserves the right to make changes in exhibit space assignments when necessary, in the sole exercise of its judgment and discretion, for the proper conduct of the Event. Vendor agrees that Lessor shall have absolute discretion to enlarge, shorten, or change the hours that the Event is open to the public or the hours during which the Lessee or its employees or agents may be present at the Venue, in order to protect the safety and welfare of persons or property at the Venue or for any other reason in Lessor's sole discretion. Such action by Lessor shall not constitute a default hereunder and shall not entitle Vendor to a refund or reduction of fees paid herein or damages of any description.
- vii. Vendor agrees to be open at the times agreed to in this agreement and remain open until one half hour after the end of that day's competition, unless other hours are previously agreed upon by management and detailed in this agreement. In the event of an evening competition, all vendors are required to remain open until time agreed to on those days and detailed in this agreement.
- viii. Lessor shall not be liable or otherwise responsible for lost shipments to or from the show grounds or for any type of moving costs, including damages incurred in the course of moving. If the exhibit fails to arrive, Vendor is nevertheless responsible for the payment of all exhibit space reservations and rental fees if applicable.
- ix. Lessor shall not be liable or otherwise responsible for damages to, loss of, or theft of property belonging to Vendor or to any of his/her representatives, agents, employees, business invitees, visitors or guests or for any personal injury. Vendor is liable for and agrees to pay promptly any and all damage to show facility or its equipment, which damage is caused by Lessee, or by any of its representatives, agents or employees.
- x. Vendor agrees to indemnify Chagrin Valley PHA Horse Show, Inc. and the CVF, LLC, Chagrin Valley Farms Foundation and 9250 East Washington LLC and hold them harmless from all claims for personal injury, death or property damage and any other losses, damages, or expenses, including attorney's fees, which arise out of, in connection with, or by any reason of the use of space provided herein by Lessor. Vendor further agrees to undertake at its own expense the defense of any action that may be brought against Chagrin Valley PHA Horse Show, Inc., and/or the Chagrin Valley Farms, claiming damages which are alleged to have arisen out of or by reason of the use of space, provided herein by Lessor. **Vendor must provide own insurance coverage, naming CVF, LLC, Chagrin Valley Farms Foundation and 9250 East Washington LLC as an additional insured. Certificate of Insurance must be forwarded to Chagrin Valley PHA Horse Show, Inc., no later than 15 days prior to start of show date and must show limits of at least \$1,000,000 per occurrence.**

INSURANCE: As a condition to this Agreement, upon execution of this Agreement and throughout the term of this Agreement, you shall maintain or cause to be maintained, the following insurance:

- a. **Commercial General Liability Insurance** including without limitation, contractual liability coverage, products and completed operations coverage, insuring against claims for bodily injury (including death), property damage, and personal injury occasioned by reason of the operations conducted by Licensee on the License Area. Such insurance shall have a combined single limit of not less than One Million Dollars (\$1,000,000) per occurrence for personal injury, bodily injury and property damage. Claims shall include claims of the Chagrin Valley PHA Horse Show, Inc. and CVF LLC, Chagrin Valley Farms Foundation and 9250 East Washington LLC, its officers, employees, agents, and volunteers against you. CVF, LLC, Chagrin Valley Farms Foundation and 9250 East Washington LLC and the Chagrin Valley PHA Horse Show, Inc. shall be named as an additional insured with a CG 20 11 01 96 Additional Insured---Managers or Lessors of Premises or similar endorsement to the Commercial General Liability policy.

- b. **Commercial Automobile Liability Insurance** for owned, hired, and non---owned automobiles, insuring against claims for bodily injury (including death) and property damage, with a combined single limit of not less than One Million Dollars (\$1,000,000) per occurrence. CVF, LLC, Chagrin Valley Farms Foundation and 9250 East Washington LLC and the Chagrin Valley PHA Horse Show, Inc. shall be named as additional insured under this policy.

- c. **Certificates of Insurance** that evidence the aforementioned coverage(s), including CVF, LLC, Chagrin Valley Farms Foundation and 9250 East Washington LLC and the Chagrin Valley PHA Horse Show Inc. status as additional insured under the commercial general liability insurance and commercial auto liability insurance maintained by you, pursuant to this section, shall be furnished to CVF, LLC, Chagrin Valley Farms Foundation and 9250 East Washington LLC and to the Chagrin Valley PHA Horse Show, Inc. upon execution of this Agreement. All such insurance required under this agreement shall be placed with insurance companies listed in the latest edition of "Best's Insurance and Key Ratings", with a policy rating of at least A- and a financial size of Class IX.

xi. It is agreed that Chagrin Valley PHA Horse Show, Inc. shall not be liable for conditions beyond its control caused by war, insurrections, riots, or acts of God, which cause cancellation of the horse show. In such event, Chagrin Valley PHA Horse Show, Inc.'s liability will be limited only to the return of all rental monies, if applicable, previously paid by Lessee.

By signing below, Vendor acknowledges that they have read this agreement and are familiar with the terms and conditions set forth herein.

For: Chagrin Valley PHA Horse Show, Inc. Trade Fair Coordinator

Print Name _____ Signature _____ Date _____

For: (Vendor) Owner/Agent

Print Name _____ Signature _____ Date _____

Completed, and SIGNED, Vendor Agreement, with payment, is to be sent or emailed to:

Chagrin Valley PHA Horse Show, Inc.
c/o Erika Milenkovich, Trade Fair Coordinator
P.O. Box 23552
Chagrin Falls, Ohio 44023
Email: Erika@ensomediagroup.com
Phone: 440.668.2812