



**Upperville Colt & Horse Show, Inc.  
2022 APPLICATION FOR VENDOR / CONCESSION SPACE**

**Applications Open Feb 1 and Close April 30**

NAME OF CONCESSION: \_\_\_\_\_

NAME OF CONTACT PERSON: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

PHONE: \_\_\_\_\_ EMAIL: \_\_\_\_\_

WEBSITE: \_\_\_\_\_ TYPE OF PRODUCT: \_\_\_\_\_  
(food vendors – please attach a menu)

NAME of AUTHORIZED AGENT attending show: \_\_\_\_\_

CELL PHONE of AUTHORIZED AGENT attending show: \_\_\_\_\_

EMAIL of AUTHORIZED AGENT attending show: \_\_\_\_\_

ANTICIPATED DATE AND TIME OF ARRIVAL: \_\_\_\_\_

**Weekly rental** on Hunter Side or Jumper Side  
(Monday thru Sunday)

10' x 10' Space - \$750 \_\_\_\_\_

10' x 20' Space - \$900 \_\_\_\_\_

20' x 20' Space - \$1500 \_\_\_\_\_

Oversized Space – Please contact office

**Late fee** (after 4/30) - \$75 \_\_\_\_\_

Check Preferred Location

Hunter Side \_\_\_\_\_

**or**

Jumper Side \_\_\_\_\_

Additional Fee for living in unit: \$100 \_\_\_\_\_ Camper Fee: \$375 \_\_\_\_\_

There is NO ADDITIONAL CHARGE for Water or Electricity.

Please check if you require Water \_\_\_\_\_ Electricity \_\_\_\_\_ Circle one: 110V or 220V

The Upperville Colt and Horse Show, Inc. reserves the right to charge an additional fee for excessive use of water or electricity.

**TOTAL ENCLOSED FOR UCHS VENDOR SPACE \$** \_\_\_\_\_

**TOTAL ENCLOSED FOR VA TENT RENTAL \$** \_\_\_\_\_

**THE SECTION BELOW MUST BE COMPLETED**

**Tent Rentals and Over Sized Spaces**

\*\*\*\*\*

If you plan to rent a tent, please write a *separate check* for the tent rental fee made payable to VA Tent Rental and mail with your application.

I plan to rent a tent Y N Indicate size \_\_\_\_\_

Tent Rental – **payable to VA Tent Rental** (Tent rental pricing available at [www.upperville.com/vendor-village](http://www.upperville.com/vendor-village))

I provide my own tent Y N Indicate size & style: \_\_\_\_\_ PLEASE ATTACH PHOTO

NOTE: Your tent is subject to safety inspection and may be rejected by management if deemed unsuitable.

I plan to bring a mobile unit / sales trailer to occupy my concession space Y N

Indicate size: \_\_\_\_\_ PLEASE ATTACH PHOTO

Additional Fee for Oversized Spaces or Nonstandard Sizes will be Determined on Individual Basis

**Application Acceptance**

\*\*\*\*\*

**WE RESERVE THE RIGHT TO ACCEPT OR REJECT THIS APPLICATION.**

**ACCEPTED, COMPLETED APPLICATIONS WILL BE GIVEN PRIORITY.**

An Application will be considered COMPLETE when all of the following items are received:

- Completed application
- Full payment with separate payments for Upperville Colt & Horse Show, Inc. and, if applicable, VA Tent Rental. Call (540) 687-5740 to pay UCHS, Inc. by credit card
- Certificate of General Liability Insurance with Upperville Colt & Horse Show 8300 John S. Mosby Hwy. Upperville, VA 20184 listed as additional insured

ALL FEES MUST BE PAID PRIOR TO SPACE ASSIGNMENT AND SET-UP.

FOOD VENDORS MUST HAVE ALL NECESSARY PERMITS TO COMPLY WITH LOUDOUN (Jumper Side) OR FAQUIER (Hunter Side) COUNTY’S REQUIREMENTS PRIOR TO ARRIVAL ON THE GROUNDS.

**Mailing Completed Application**

\*\*\*\*\*

Mail to: PO Box 239, Upperville, VA 20185 or email: [vendors@upperville.com](mailto:vendors@upperville.com)

**FOR OFFICE USE ONLY**

AMT REC'D: UCHS \$ \_\_\_\_\_ VTR \$ \_\_\_\_\_ DATE REC'D: \_\_\_\_\_ COI: \_\_\_\_\_

CK # UCHS \_\_\_\_\_ VTR \_\_\_\_\_ DATE COMPLETE \_\_\_\_\_ SPACE # \_\_\_\_\_



## SPECIAL NOTICE for OUR VENDORS

*"Plastic Free by '23"*

Upperville's unique setting "Under the Oaks" remains a big attraction for exhibitors, spectators, and vendors. We have been working diligently to remove dead and unsafe trees and replace them with young tees which we care for in the hope that they will one day grace our beautiful show grounds like their forebearers before them. We have also made a big effort to implement environmentally sound practices throughout our horse show, composting, recycling, and reducing waste wherever we can.

We invite you, our valued vendors, to help us with this effort going forward. Specifically, we can recycle your cardboard, plastic bags, plastic bottles, and aluminum cans at the Fauquier County recycling center. You will see receptacles for plastic bottles and aluminum cans throughout the show grounds, and we will have drop-off points or offer collection of your recyclable cardboard. You only need to flatten it and keep it clean and dry. We will do the rest!

By 2023, we aim to be "plastic free" during the show, as it pertains to single use plastic and Styrofoam. We are confident that the groundswell in consumer support for reusable or compostable containers, utensils and packaging will offset any increase incurred to phase in environmentally sound plastic-substitutes for your customers.

We believe we will encourage conscientious shoppers to support UCHS vendors by marketing our collective milestones toward environmental stewardship and eco-friendly initiatives. To this end, we will supply individual "Eco-Friendly Vendor" signage for ALL of our vendors who meet the "plastic free" parameters before 2023. Just let us know before May 15 if you will be in compliance with "Plastic Free by '23" milestone ahead of schedule and we will get signage made to use in your vendor spot to let shoppers know they are supporting an eco-friendly business. Of course, we will continue to advertise our united "green" efforts in 2023 and beyond, to the benefit of all.

Making strides in environmental stewardship is a focus for us at Upperville Colt & Horse Show. We thank you all for your support and leadership in these efforts. If you have any ideas of ways by which we could reduce our "footprint" or improve our impact, PLEASE LET US KNOW!