



2024 Vendor Application

Thank you for your interest in being a part of the 2024 La Pine Rodeo festivities! Please review and complete the following application. Feel free to reach out to Emylia with any questions: (541) 420-8085, or by email at emyliabreckel@gmail.com.

2024 Calendar Schedule

Thursday, 7/4/24: Family Night

Friday, 7/5/24: NPRA Rodeo

Saturday, 7/6/24: NPRA Rodeo

Sunday, 7/7/24: Challenge on the Champions, Bull Riding

Space & Admission

An electrical hook-up will be provided for each space. Access to non-potable water faucets is available. There are no ATMs on site, so please bring appropriate change for your booth. There are multiple local banks within a mile radius of the rodeo grounds.

Each vendor application/space includes admission for two (2) people per day. Please check in at the gate for your bracelets during setup. Additional helpers must purchase bracelets at the office during setup.

Address: PO Box 674, La Pine, OR 97739 Email: info@lapinerodeo.com
Website: www.lapinerodeo.com



Fees

Rodeo (July 4th – 7th):

- **Standard 15' x 15' space** **\$200**
- **Standard 15' x 15' space for non-profit organizations** **\$150**
- **Large 15'x 20' space** **\$250**
- **Additional space per 5' increment** **\$15**

*Space assignments will be available no later than July 1st at 10am.

Festivals:

- **Standard 15' x 15' space** **\$40/day**
- **Standard 15' x 15' space for non-profit organizations** **\$30/day**

*Space assignments will be available no later than 1 week prior to the event.

Play Days:

- **Standard 15' x 15' space** **\$25/day**

*Please check in at the registration desk at the play day for your space assignment.



Payment

A 50% non-refundable deposit of total space fee is due with your application, and the remaining 50% must be paid no later than one week prior to the event.

Payments can be submitted by check payable to **La Pine Rodeo Association** and mailed to **PO Box 674, La Pine, OR 97739**. If you would prefer to pay by card, please contact Emylia Breckel: emyliabreckel@gmail.com. All card payments will be subject to a 3% surcharge. If your application is not accepted, your check will be returned and/or a refund will be issued immediately.

Setup

Rodeo Setup (July 4th – 7th):

Setup times for the Rodeo are **Wednesday, July 3rd between 10:00 am – 2:00 pm** and/or **Thursday, July 4th between 10:00 am – 12:00 pm**. The Vendor Gate will close Thursday, July 4th at 12:00 pm, and gates will open to the public at 4:00 pm.

*Vendors are not allowed to TEAR DOWN until the Rodeo is over on July 7th.

If you need to request setup or teardown outside of these timeframes, please contact Emylia Breckel by phone (541) 420-8085 or by email at emyliabreckel@gmail.com.

Festivals and Play Days Setup:

Setup for Festivals and Play Days are the morning of the event between 8:00 – 9:00 am. Teardown begins at dusk or when the crowds subside.



Vendor Criteria & Obligations

General Merchandise Vendor Criteria:

All merchandise sold by vendors must consist of handmade crafts, fine arts, visual arts, and/or manufactured products, and must emphasize and reflect quality and craftsmanship. Second-hand or flea market type products and booths are not allowed.

Food Vendor Criteria:

Deschutes County requires food vendors to have a temporary restaurant license to sell food products. Please check with Deschutes County for details and requirements. They will likely do an inspection before or during the event.

**The La Pine Rodeo Association Board reserves the right to admit or deny admittance to any applicant. Vendor applications are reviewed on a first come, first served basis. Exclusivity of product, service, food, or beverage is not guaranteed.*

Vendor Obligations:

1. Furnish your own booth with the equipment needed to display your work.
2. Have your space occupied/staffed at all times.
3. Keep your space neat and presentable at all times.
4. No smoking unless in a designated area; this includes vaping.
5. Animals are not allowed.
6. Rodeo or other events requiring admission: All booth personnel must wear a vendor bracelet. Two bracelets will be provided per vendor for each day. Additional bracelets can be purchased at the office during setup if needed.
7. Rodeo: At a minimum, please keep your space open from 4:30 – 9:00 pm on July 5th and 7th. On July 4th, please have your booth open by 12:00 pm. The kick-off party will begin immediately following the parade. NO EARLY TEAR DOWNS.

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8. Rodeo: Keep your space clean during the rodeo. Tear down and clean up your space after closing on July 7th or no later than 12pm on July 8th. All garbage and/or cardboard must be placed in the dumpsters provided. NO dumping of hazardous materials.
9. Rodeo: Ice will be available on site for purchase. Please check with the merchandise booth or vendor coordinator. If ice is needed for your booth, it should be purchased prior to the start of each day's performance. Access to the ice trailer for purchases needed during the event is limited and not guaranteed.
10. Failure to follow the vendor obligations and/or meet the vendor criteria may result in forfeiture of fees paid and possible early closing of your space.

Insurance/Permit Requirements:

Proof of current insurance must be provided prior to the event. Your insurance should list La Pine Rodeo Association as the Certificate Holder and as Additional Insured. If you are serving alcohol, it must be pre-approved by La Pine Rodeo Association, and you must provide your liquor license and permit. These will be kept on file until December 31, 2024.

Liability Release: All people in your booth space need to return the attached Liability Release and waiver as required by our facility insurance.

Cancellation: If the event is canceled due to unforeseen circumstances, there are three (3) options for your pre-paid fees:

1. Request a full refund
2. Apply funds to another event
3. Make a tax-deductible donation to the La Pine Rodeo Association



2024 Vendor Application

Business/Organization: _____

Contact Name: _____ Phone: _____

Email: _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Insurance Carrier: _____ Policy #: _____

Please attach a Certificate of Insurance with La Pine Rodeo Association listed as an Additional Insured.

Which event are you applying for?

Rodeo Fall Festival Other Members-Only Event (specify): _____

Play Days (check all that apply): Apr May Jun Jul Aug Sep Oct

Type of Booth: Table _____ Canopy _____ Trailer _____ Other (specify) _____

Number of Booths: _____ Number of Booth Personnel: _____ Requested Space Size: _____

Product/Service Being Provided: _____



Applicant hereby assumes all risk of loss of personal property by whatever means, including but not limited to damages, destruction, theft and mysterious disappearances. Applicant, on Applicant's behalf and on the behalf of Applicant's employees, directors, partners and agents, hereby releases from any liability whatsoever or any claim arising from or related to any activity involving the La Pine Rodeo Association, the 2024 La Pine Rodeo, and any other events hosted by the La Pine Rodeo Association or on the La Pine Rodeo grounds, and further agrees to defend, indemnify and hold harmless from any liability or claim arising from or related to any activities of the La Pine Rodeo Association, any and all business or property owners located in the greater La Pine area and/or any of the owners, officers, agents, directors, commissioners, council members or representatives of the above listed organizations. "Liability" and "Claim" shall include, but not be limited to any liability or claim for personal injuries.

I understand and accept the Vendor Criteria & Obligations on this application.

DATED this _____ day of _____, 2024.

Applicant Signature

Printed Name

Title

Return To:

La Pine Rodeo Association

PO Box 674

La Pine, OR 97739

Email: emyliabreckel@gmail.com (Subject: Vendor)

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Release and Waiver of Liability for Vendors

- 1. Waiver and Release.** I, the undersigned, hereby release and forever discharge and hold harmless the La Pine Rodeo Association, its officers, members, successors, and assigns from any and all liability, claims, demands, causes of action, or suits of any kind, for injury, property damage, loss, or death which may result from my participation with the La Pine Rodeo Association, and/or any activity or event hosted, sponsored, promoted, affiliated, or associated with the La Pine Rodeo Association, or from the use of any or all of the facilities or equipment of the La Pine Rodeo Association.
- 2. Assumption of Risk.** I, the undersigned, understand that my participation with the La Pine Rodeo Association, and/or any activity or event hosted, sponsored, promoted, affiliated, or associated with the La Pine Rodeo Association, may include activities that may be hazardous and/or inherently dangerous to me. I hereby voluntarily assume the risk and danger of injury and/or death in the activities and release the La Pine Rodeo Association from all liability for injury, illness, death, and/or property damage that may result.
- 3. Medical Treatment.** Except as otherwise agreed to in writing by the La Pine Rodeo Association, I, the undersigned, and/or parents of the minor, do hereby release and forever discharge the La Pine Rodeo Association from any and all liability, claims, demands, causes of action, or suits of any kind that may result from any medical treatment or first aid administered during my participation with the La Pine Rodeo Association, and/or any activity or event hosted, sponsored, promoted, affiliated, or associated with the La Pine Rodeo Association, or from the use of any or all of the facilities or equipment of the La Pine Rodeo Association. I, the undersigned, do hereby consent to any examination, x-ray, anesthetic, medical or surgical diagnosis, treatment, or hospital service that may be rendered under the general or specific instructions of any hospital or physician. I, the undersigned shall be responsible for

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paying all fees incurred for doctors, hospitals, ambulances, and other medical charges reasonably and necessarily incurred.

4. **Other.** I, the undersigned, hereby expressly agree that the foregoing Release & Waiver of Liability and Assumption of Risk and Indemnity Agreement is governed by the laws of the State of Oregon and is intended to be as general, broad, and inclusive as possible permitted by Oregon Law. In the event any portion of this agreement is determined to be invalid or unenforceable for any reason, the balance of this agreement shall not be affected or impaired in any way and shall continue in full legal force and effect.

DATED this _____ day of _____, 2024.

I, _____, currently residing at:
(Applicant)

_____, _____, _____,
(Street Address) (City) (State and Zip)

am signing this release and waiver of liability freely and voluntarily on behalf of myself and/or my minor child(ren).

Vendor Signature

Printed Name