

# AERC Convention 2019

March 8 & 9, 2019

Grand Sierra Resort and Casino • Reno, Nevada

Dear Exhibitors,

Welcome to the 2019 AERC Convention and Trade Show! We are again returning to the Grand Sierra Resort and Casino in Reno, Nevada, on March 8 and 9, 2019. The Grand Sierra is a favorite with both convention attendees and vendors and a great “everything under one roof” resort.

This year we are teaming up with NATRC, the North American Trail Ride Conference, for a double celebration! Your audience will include both endurance riders and competitive trail riders for an even bigger and better show. As always, the trade show is a great place to connect with those new to the sport and new to your products. Vendors will receive passes to attend the seminars. And, yes, we'll be bringing around those much-needed chocolate bars as well!

Enclosed please find the following:

- \* Trade show exhibitor contract
- \* Trade show floor plan (as of Sept. 2018; subject to change)

Please complete and return the trade show contract as soon as possible. Full instructions are on the Terms and Conditions page. You may fax your contract (530-823-7805) with a credit card number or mail to the AERC office at P.O. Box 6027, Auburn, CA 95604. Booth availability is based on a first come, first served basis.

**You can also sign up with our simple online form: [AERC.org/2019tradeshow](http://AERC.org/2019tradeshow)**

The Freeman Companies will be setting up the trade show and will contact you regarding your booth. If you have any questions you may contact them at 775-355-4600.

If you have any questions, please give us a call, toll-free, 866-271-2372. We look forward to seeing you in Reno.

Kathleen, Troy and Kyra  
AERC National Office

P.S. Please note: The booth costs are slightly higher this year due to Nevada State permit fees.

For AERC convention and hotel reservation information, visit: [AERC.org/Convention](http://AERC.org/Convention)

**American Endurance Ride Conference**

866-271-2372 • Fax 530-823-7805 • [www.aerc.org](http://www.aerc.org) • [office@aerc.org](mailto:office@aerc.org) • P.O. Box 6027, Auburn, CA 95604

# American Endurance Ride Conference Annual Trade Show 2019

**March 8 & 9, 2019 • Grand Sierra Resort and Casino • Reno, Nevada**

*Please type or print – information supplied will be used in the exhibitor booklet.*

Exhibitor: \_\_\_\_\_  
*One exhibitor per booth – no “booth sharing.” Please print name as it will appear on booth sign.*

Contact: \_\_\_\_\_ Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

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

Website: \_\_\_\_\_ E-mail: \_\_\_\_\_

Product (general description; will be printed in exhibitor’s booklet): \_\_\_\_\_

\_\_\_\_\_

<p style="text-align: center;"><b>BOOTH ASSIGNMENT</b></p> <p style="text-align: center;"><b>Please refer to floor plan.</b></p> <p><b>Note:</b> Floor plan is subject to change. We will make every effort to meet original booth requests but reserve the right to modify booth assignments.</p> <p style="text-align: center;"><u>Preference:</u></p> <p>1st choice booth #(s) _____</p> <p>2nd choice booth #(s) _____</p> <p>3rd choice booth #(s) _____</p>	<p style="text-align: center;"><b>TRADE SHOW FEES</b></p> <p>One 10’ x 10’ booth @ <u>\$410</u> \$ _____</p> <p>No. of additional 10’ x 10’ booths: ____ @ \$325 \$ _____          Limited to same exhibitor.</p> <p>Total (pay in full) \$ _____</p> <p>or deposit enclosed (50% of total cost) \$ _____</p> <p><b>Balance due by February 21, 2019</b> \$ _____</p>
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**One electrical outlet per booth will be provided.** If additional outlets are required, see information on back.

**Please provide a Certificate of Insurance naming AERC as an additional insured when you return your Exhibitor Agreement.**

**(Terms and Conditions on Reverse)**

**I agree to be set up by 9:00 p.m. Thursday, March 7, 2019, and agree to maintain the booth exhibit until the closing times specified on the reverse side of this agreement. I acknowledge that I have read and agree to all terms and conditions of this agreement. I further agree to release AERC and the Grand Sierra Resort and Casino from any and all responsibility or liability that may arise from my exhibit.**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

<b>METHOD OF PAYMENT:</b> <input type="checkbox"/> CHECK ENCLOSED <input type="checkbox"/> VISA <input type="checkbox"/> MASTERCARD	
Please charge \$ _____ to my credit card. Account #: _____ Expiration date: _____ CVV: _____ Signature: _____	Please charge my balance due on February 21, 2019. Account #: _____ Expiration date: _____ CVV: _____ Signature: _____

**Please mail payment and one copy of signed contract to:**  
 AERC Administrative Office • P.O. Box 6027 • Auburn, CA 95604-6027  
 866-271-2372 • 530-823-2260 • Fax 530-823-7805 • Email: office@aerc.org

# Terms and Conditions of Exhibitor Agreement

**Contract/Deposit/Payment.** All exhibitors must complete the AERC contract in its entirety and submit it to the AERC Administrative Office with full payment or 50% deposit to reserve your booth(s). All fees are due and payable no later than February 21, 2019. Booth requests made after February 20, 2019, must be accompanied by full payment of all fees. No booths will be held pending arrival of deposit. MasterCard, Visa, check or money order only are accepted.

**Cancellation.** Refunds will be given on full payment or deposits of booth space if cancelled before February 21, 2019; however, after that date, no refunds will be given.

**Liability.** Exhibitor agrees to indemnify and hold harmless the American Endurance Ride Conference, principals, agents, officers and its employees from all claims, losses, costs, damages or expenses resulting or arising from any and all injuries to or death of any person or damage to any property caused by an act, omission or neglect of exhibitor's agents, employees, invitees, guests or contractors which occur in or about the exhibitor's booth space for the entire convention. The exhibitor agrees to use and occupy the exhibit space at their own risk and hereby releases the American Endurance Ride Conference, its agents, officers, employees and invitees from all claims for any damages, loss or injury to persons or property to the full extent permitted by law occurring in or about the exhibit space, including, but not limited

to damages resulting from the acts of other exhibitors, theft, vandalism, fire and other casualty damage or damage arising from any defects on the premises.

Please provide a Certificate of Insurance naming AERC as an additional insured when you return your Exhibitor Agreement.

**Canopies/Tents.** All canopies and tents must have a working smoke detector attached to the inside of the canopy/tent. One smoke detector is required for every forty (40) square feet. A Fire Marshal will be inspecting during the event to verify every tent/canopy has a working smoke detector. If you do not have a working smoke detector you will be asked to remove the canopy/tent immediately.

**Animals.** No live animals are allowed on the Trade Show premises including, but not limited to, the loading and unloading zones around the event, for any reason.

**Badges.** Exhibitor badges must be worn at all times during move in and move out. If you need to get into the building before the Trade Show opens, display your exhibitor badge to security. No one is admitted before or after the Trade Show opens and closes without their exhibitor badge. No exceptions!

**Vendor Packets.** Vendor packets will be available Thursday, March 7, during set up hours.

## Set Up and Tear Down

### **Set Up:**

Thursday, March 7 • 9 a.m. to 9 p.m.

### **Tear Down:**

Saturday, March 9 • 5 p.m. to 8 p.m.

Sunday, March 10 • 9 a.m. to noon

## Trade Show Hours

Friday, March 8 • 8 a.m. to 6 p.m.

Saturday, March 9 • 8 a.m. to 5 p.m.

## Booth & Table Dimensions

Booths are 10' x 10'. Each booth will consist of sturdy, polished aluminum draped supports, 8' high with 3' high side division. One electrical outlet will be provided at no cost; additional electrical outlets may be purchased separately from Freeman Decorating Services, Inc. Each booth will include one 6' draped table and two chairs. Also included is one 40" x 7" identification sign with exhibitor's name and booth number.

## Additional Services Available

Freeman Decorating Services, Inc., will contact you directly by mail regarding additional services available during the show, i.e., additional electrical outlets, phone lines, etc. Their information will include pricing.

# 2019 AERC Convention Trade Show



