

# STAMPEDE COWBOY CHRISTMAS

*Like NFR but not as far!*

**JULY 18-20**  
**11AM-7PM**



inside the Horse Park Sports Center  
at Ford Idaho Center



## EXHIBITOR GUIDE

### VENUE LOCATION

Ford Idaho Sports Center Horse Park  
16200 N Idaho Center Blvd.  
Nampa, ID 83687

### PARKING

In an effort to reserve parking for customers we encourage vendors to park at the CWI Parking Lot across Franklin from the Sports Center. Dry camping for vendors will be available in this parking lot. We do ask that vendors refrain from fires and keep the area clean. Shopper parking will be in lots located around the Venue.

### ON-SITE REGISTRATION

Vendors will be assigned registration/load in times on Wednesday, July 17. To ensure ample time and efficiency to get vendors placed we asked that you adhere to your assigned load-in schedule. When arriving, please visit the Stampede Cowboy Christmas registration desk located just inside the S-2 entrance (on the Southwest corner of the Horse Park-Idaho Sports Center facility). Our team will be there to direct you to your booth and provide you with your vendor passes and other information you will need. Your vendor pass and badge and other instructions will be in the vendor packet you receive. These credentials will be necessary to pass the guard station.

### **EXHIBITOR MOVE-IN**

Vendor move in will take place on Wednesday, July 17 beginning at 9 am. In order to load in vendors in an orderly fashion, set up times will be assigned. As we get closer to the event, and you are assigned a booth location, you will be contacted with an appointment time. Exhibitors are required to remain set-up 11 am to 7pm daily until the tear down time of 7pm. If you wish, you are invited to be open for the 1300 attendees of the group dinner at the facility at 5pm on Wednesday. This is an added opportunity for vendors to make sales at our event.

### **CHECK IN PRIOR TO LOADING IN**

You must have proof of Liability insurance AND ST-124 on file with the tax commission BEFORE checking in at your appointment time. You must have a vendor pass to get through the guard station so please check in prior to lining up. Please check in during your appointed time. Load in time is limited, so please unload products quickly and immediately move your vehicle.

Vendors are required to bring all equipment (all tables, chairs and displays). With the safety of our shoppers and vendors in mind we ask that all displays stay within the marked perimeters of your assigned space and out of the aisles and walkways. Do not attach anything to the walls or arena panels. No adhesives, staples, nails, tacks, of any kind can be used at the Idaho Sports Center.

Vendors must dispose of any debris including zip ties, garbage and packaging materials in waste bins.

Stampede Cowboy Christmas Committee reserves the right to modify the floor plan to accommodate space for any reasons deemed necessary.

### **ELECTRICITY**

Vendors who reserve power are asked to bring a minimum of 100' of extension cord to ensure you are able to plug in to electricity provided.

### **TEAR-DOWN**

Tear-down is permitted only after the end of the trade show, after 7:00 PM. Due to a high volume of Rodeo Traffic on a sold out night, vendors are NOT allowed to pull up to the venue to load anything out until Sunday morning. Booths can be torn down and items carried out, but all cars and trailers must wait until Sunday teardown. We will be open Sunday morning at 8:00 AM to allow vendors an opportunity to load out. To reserve parking for customers we encourage vendors to park at the CWI Parking Lot across Franklin from the Sports Center. Dry camping for vendors will be available in this parking lot. We do ask that vendors refrain from fires and keep the area clean. Shopper parking will be in lots located around the Venue.

## **PETS**

Service Animals are the only pets allowed inside the Idaho Sports Center. Please refrain from bringing other pets to the show.

## **FIRE REGULATIONS**

Aisles & exits must be kept clean & free from obstruction. Any table, easels, signs, chairs, etc. may not be placed in doorways, aisles, or beyond booth areas. Nothing is allowed in the aisles as they must be 8' wide. No hay, straw, confetti, or aerosol spray string is allowed on the Idaho Sports Center property. Helium balloons must be tethered. Any cooking appliances must be in the back of the booth and out of reach of customers.

## **FOOD & BEVERAGE**

Food Vendors will be onsite at the venue.

## **SMOKING**

Idaho Sports Center is a non-smoking facility, no smoking in buildings, & within 20 feet of any public entrance. This ban includes all forms of E Cigarettes and Vapor products. Absolutely no vaping is allowed within the Trade Show.

## **AREA HOTELS**

If you need lodging the following hotels are near the venue. Book soon because of the popularity of the Snake River Stampede Rodeo, rooms will fill up quickly.

Hampton Inn & Suites  
5750 East Franklin Road  
Nampa, Idaho 83687  
Phone: (208) 442-0036  
Located right next door!

Home 2 Suites  
5860 East Franklin Road  
Nampa, Idaho 83687  
Phone: (208) 468-4866

Holiday Inn Express & Suites  
4104 East Flamingo Avenue  
Nampa, Idaho 83687  
Phone: (208) 466-4045

## **CANCELLATION POLICY**

Vendor booth fees are non-refundable. No exceptions.

## DIRECTIONS/MAPS



