



**PACIFIC RIDGE**  
SHOW JUMPING

## **2026 PRSJ HORSE SHOW VENDOR POLICIES**

**We are pleased to offer complimentary vendor space for our inaugural 2026 PRSJ season!** Vendor participation is limited and subject to approval to ensure a diverse, high-quality experience for exhibitors and spectators. Space is assigned on a first-come, first-served basis. **Submission of an application does not guarantee acceptance.**

### **APPLICATION REQUIREMENTS**

To be considered, vendors must submit a complete application that includes:

1. A clear and detailed description of all products or services you intend to sell, promote, or display.
2. A photo of your booth or trailer setup
3. A current Certificate of General Liability Insurance meeting the requirements outlined below.

Applications are not considered complete until all documentation has been received.

### **VENDOR REVIEW & APPROVAL**

Vendor applications are reviewed based on:

- Date of submission
- Type of product or service offered
- Overall fit with the event audience
- Variety and balance among participating vendors
- Available space

# INSURANCE REQUIREMENTS

All vendors must provide a Certificate of General Liability Insurance with limits of **no less than \$1,000,000 per occurrence**, naming the following as additional insureds:

**Burbank Show Management LLC**

1050 W. Alameda Ave. #136

Burbank, CA 91506

**Los Angeles Equestrian Center**

480 Riverside Drive

Burbank, CA 91506

**City of Los Angeles Department of Recreation and Parks**

200 North Main Street

City Hall East, Suite 1240

Los Angeles, CA 90012

**ASM Global, its agents and employees**

480 Riverside Drive

Burbank, CA 91506

Vendor move-in will not be permitted without an approved and current insurance certificate.

# SECURITY

It is the sole responsibility of the vendor to safeguard their property before, during, and after horse show hours. PRSJ and LAEC cannot be held responsible for the individual security of each vendor space nor be held liable for any lost, damaged or stolen items. PRSJ and LAEC assume no risk or liability for any damage, injury or loss to any persons or goods which may arise from and/or in connection with vendor-related activities.

## **BOOTH LOCATION & SETUP STANDARDS**

- Booth and trailer locations are assigned by show management.
- While location preferences may be requested, placement is not guaranteed.
- All tents, booths, and trailers must be professional in appearance and maintained in clean, safe, and working condition throughout the event.
- Electricity and Wifi may be available in select areas but is not guaranteed.
- Vendors are expected to be open during normal show hours and during scheduled special events, which may include evening classes.

## **CONFIRMATION & COMMUNICATION**

Approved vendors will receive confirmation via email with setup details, move-in timing, and logistical information.

**Vendor space is not secured until all required documentation has been approved.**

## **SUBMISSION & QUESTIONS**

To secure your space, please email the following to:

**brooke@pacificridgeshowjumping.com**

- Completed vendor application
- Certificate of insurance
- Photo of booth or trailer setup