

EQUINE AFFAIRE STALL RESERVATION INSTRUCTIONS

Stall Reservation Deadline: Stall Reservation Forms must be received by October 9th. If your paperwork is not received by October 9th, it is unlikely you will receive your envelope with admission tickets and important information regarding accessing the site, parking, and checking in prior to your departure for the event. If your Stall Reservation Form is received after October 9th, every effort will be made to secure a stall for your horse, but the availability of a stall is not guaranteed. Those who will be on site for only a few hours and choose to work from their trailer will be issued a Short-Term Parking placard upon check in.

Stabling Fees: The stabling fee is \$45.00 per stall per night.

Definition of a “night” of stabling: Each stall may be occupied **only** for the nights for which a reservation is made and paid/owed. A “night” is defined as a “24-hour period of time.” The 24-hour period will commence upon check in at the Barn Office.

“Free Nights”: Each participant in a breed demonstration is eligible for one free “night” of stabling per horse per demonstration, if the Stall Reservation Form is received by the October 9th deadline. Participants may reserve and pay for additional nights of stabling.

No Tack Stalls: The demand for stabling at the event will be very high. Because stalls must be available to accommodate horses, tack stalls will not be available to breed demo participants. Each Breed Pavilion display stall comes with a stall in the Private Stabling area. Associations are encouraged to designate their Private Stabling stall as a tack stall for their members to share.

Bedding/Feed: Eastern States Exposition Feed Store will have straw, shavings, hay, and feed available for purchase on site.

NO horses in trailers over night: Under no circumstances may any horse be left in a trailer over night.

Arrival & Check In: Horse owners may check in and receive their stall assignments at the Barn Office in C-Barn from 10:00am-8:00pm on Wednesday, 8:30am-6:30pm Thursday through Saturday, and 8:30am-3:00pm on Sunday. If you are unable to arrive when the office is open, please be sure to indicate your arrival time on your Stall Reservation Form. The Barn Office Manager will post your stall number on the door of the Barn Office; please check in as soon as the office reopens.

Departure on Monday: If you cannot remove your horse(s) from the barn by midnight on Sunday night, you must contact the Horse Exhibits Coordinator to make special arrangements.

Each horse owner or owner’s agent who brings a horse to Equine Affaire must complete and submit:

- (1) Stall Reservation Form
- (2) Rules & Regulations Pertaining to Bringing Horses to Equine Affaire
- (3) Statement of Responsibility & Hold Harmless Agreement
- (4) Waiver and Release of Liability (*Any person who is listed on or signs a Statement of Responsibility & Hold Harmless Agreement must also complete a Waiver and Release of Liability. An adult must sign for any minor.*)
- (5) Eastern States Exposition Waiver

Please return one set of completed documents and keep one set for your records.

If you use an “overnight” delivery service to send your forms, please waive the signature requirement.

**Please send all forms together to: Jessica Anderson, Horse Exhibits Coordinator
2720 State Route 56 SW, London, OH 43140**

Stabling questions? Call (740) 845-0085, ext. 112 or email janderson@equineaffaire.com



PRIVATE STABLING RESERVATION FORM

Breed Demo Participant

Due Date: October 9, 2023

EQUINE AFFAIRE

Eastern States Exposition

W. Springfield, MA

November 9-12, 2023

Please review the instructions page, complete the following questions, and PRINT CLEARLY.

- Yes No Are you participating in Ride With A Pro?
 - Yes No Are you participating in the Versatile Horse & Rider Competition?
 - Yes No Have you booked stalls in the Horse & Farm Exhibits area?
 - Yes No Would you like your stall(s) to be next to your association's stall in the Private Stabling area?
- If possible, please stable me next to: Person's Name: _____ Breed: _____
 Stall locations cannot be guaranteed, but we will make every effort to accommodate your needs.

NAME: _____

ADDRESS: _____ CITY: _____ STATE: _____ ZIP: _____

PHONE: _____ CELL PHONE: _____ EMAIL: _____

You must provide: Arrival Date: _____ Time: _____ Departure Date: _____ Time: _____

Name of horse(s)	Breed	Check one:
1. _____	_____	<input type="checkbox"/> Stallion <input type="checkbox"/> Gelding <input type="checkbox"/> Mare
2. _____	_____	<input type="checkbox"/> Stallion <input type="checkbox"/> Gelding <input type="checkbox"/> Mare
3. _____	_____	<input type="checkbox"/> Stallion <input type="checkbox"/> Gelding <input type="checkbox"/> Mare

Please list each official breed demonstration that entitles you to one night of free stabling.

(Equine Fundamentals Forum Segments do **not** qualify for additional free nights of stabling.)

Breed Name	Date	Time
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____

Stabling Fees: # of Nights Fees
 No stall needed (working from trailer) \$ N/A
 Free Nights (See instructions) _____ \$ N/A

Number of nights
 at \$45.00/night _____ \$ _____

TOTAL FEES DUE: \$ _____

For Equine Affaire Use:

Paid CC# _____ Amount: _____ Date: _____
 Paid Ck# _____ Amount: _____ Date: _____
 Last Name _____
 Date order received _____
 Barn: E F Stall #s: _____
 No Stall Needed
 Unpaid Balance Due _____
 Paid in Full No Balance Due _____

Please mail the completed Stall Reservation Form with payment (made out to Equine Affaire, Inc.), and signed copies of the Rules & Regulations Pertaining to Bringing Horses to Equine Affaire; Statement of Responsibility and Hold Harmless Agreement, and the Waiver and Release from Liability forms (for each person handling, riding, or driving your horse(s)) **so they arrive by October 9th** to:

janderson@equineaffaire.com

Equine Affaire, Inc., 2720 State Route 56 SW, London OH 43140