

## **EXHIBIT/EXHIBITION GUIDELINES**

**Event Dates: March 14, 15, and 16, 2008**  
**Elinor Klapp-Phipps Park**  
**Miller Landing Road -- Tallahassee, Florida**

Exhibits/Exhibitions must be consistent with and support Red Hills Horse Trials Mission Statement

- Increase awareness and educate the public to the sport of Eventing.
- Promote cooperation among horse enthusiasts.
- Educate the public and promote the concept of resource protection, land and greenspace preservation and land management.

1. No sales or solicitation of sales are allowed in the Exhibit / Exhibition category. Non-profit organizations may provide a discreet container for donations.

2. Participants will be assigned space by the Coordinator of Exhibits/Exhibitions.

3. Exhibits may set-up either: Thursday from 2 p.m. to 5 p.m., to be in place by 8:00 a.m. Friday or you may set up Friday afternoon after 5:00 p.m. to be in place by 8 a.m. Saturday. The Horse Trials will take place over the three days (March 10-12) from 8:00 a.m. until 5:00 p.m. daily. Exhibit areas shall remain open during these hours. Exhibits must leave the Park Sunday, March 12 by 6:00 p.m.

4. Exhibitions will be scheduled by the Coordinator of Exhibitions.

5. There is no commercial power or facility water at the Park. Red Hills will be using several large generators; electricity to Exhibit Space can be provided, if requested. However, if you will be using electricity you must bring heavy duty extension cords labeled with your name. Bottled water is available through concessions.

6. If you intend to use a tent please notify Exhibit Coordinators for specifications required. If you are bringing your own tablecloths please be sure that they are dark green. If you need tablecloths please contact us.

7. Exhibits will adhere to the enclosed City of Tallahassee Fire Safety Guidelines.

8. Security will be provided during setup and throughout the event, including nights.

9. Parking passes, which will admit Exhibits/ Exhibitions and their staff, as well as additional information, will be provided prior to the Event by the Coordinator of Exhibits/Exhibitions.

10. For directions and map to Red Hills Horse Trials visit the web site: [www.rhht.org](http://www.rhht.org) . If you need additional information contact Exhibit Coordinators.

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