



TRADE SHOW EXHIBITOR RESOURCE GUIDE & EXHIBIT SPACE CONTRACT

Oklahoma Cattlemen's Association 39th Annual Ranch Rodeo
August 18 & 19, 2023

SPACES: Booth spaces are \$3.50 per square foot each and are sold on an 8' x 10' basis. Exhibitors may combine spaces to form larger spaces such as, 8' x 10', 8' x 20', etc.

Please note: Many, but not all, booths are located on woodchip flooring. Additionally, we have incorporated a 30-foot extension area for trade show spacing that will be on the arena dirt. Prepare accordingly for shavings or dirt unless notified otherwise.

WHAT'S INCLUDED: Booth spaces include pipe/drape only. No tables and chairs are provided. Individual electrical connection is available upon request for an additional fee. Wi-Fi can be purchased onsite. Vendors receive **two wristbands per 8x10 space, which must be worn at all times**, for admission. Additional tickets are available on [ticketmaster](#)® or, call Lazy E Arena at (405) 282 – 3004.

RATES: Prices for each space are \$3.50 / square foot. You may select multiple booths to create larger spaces. Electrical connection is \$30 for a standard connection and \$60 for a special connection. WiFi can be purchased through the Lazy E Arena.

DISCOUNTS: OCA ASSOCIATE MEMBERS: Associate members are entitled to 10% off their total booth space purchase. The discount is associated with your company profile and will be reflected on your invoice. If you are a new exhibitor, please contact Courtney McNeff at 405-613-0239 or cmcneff@okcattlemen.org to verify you qualify for this discount.

PAYMENT: Full payment must be made by August 1, 2023.

CANCELLATIONS: Cancellations must be made in writing to OCA. Refunds shall be given only if OCA is notified in writing by August 1, 2023. The 2023 booth payments cannot be applied to future events. Any booth purchase cancellations made after August 1, 2023, will not be refunded.

PRINTING DEADLINE: Exhibitors selecting and/or paying for space after July 15, 2023, may not be listed in the official program handbook.



OCA Ranch Rodeo Important Dates / Times:

Trade Show Move-Out:

Large Equipment (ANYTHING driven in/ requiring a freight entrance):

Wednesday, August 16, 7:00AM – 12:00PM

Large equipment exhibitors please plan to move in before noon on Wednesday. Please call the OCA office by **MONDAY, AUGUST 14**, to schedule an approximate arrival time so that we can be prepared when you arrive at the Lazy E Arena (405) 613 0239

Standard Booth: Thursday, August 17, 9:00AM – 5:00PM OR Friday August 18, 8:00AM – 4:00PM

Overhead doors at Lazy E Arena are **NOT** to be opened Friday or Saturday. If you require overhead doors to move in your booth, please plan to move-in on Thursday

All exhibitors must be in place NO LATER THAN 4:00PM August 18, no exceptions.

OCA Ranch Rodeo Trade Show Times:

Friday, August 18: 5:00PM – End of Performance

Saturday, August 19: 9:00AM – 3:00PM; 5:00PM – End of Performance

Please note, 9:00AM – 3:00PM is optional. The arena is open for the Ranch Horse Competition, but vendors are not required to be in their booth

Trade Show Move-Out:

Standard Booth: Saturday, August 19, post performance OR Sunday, August 20, 8:00AM – 12:00PM

Large Equipment: Sunday, August 20, 8:00AM – 12:00PM

To register for a booth, a printed booth contract is attached OR you can submit a registration at okcattlemen.org

Additional questions or interested in sponsoring this event?

Call or text Courtney McNeff at (405) 613 - 0239 or email cmcneff@okcattlemen.org.

