

2020 STALL ORDERING PROCESS



- 1 Stalls are RESERVED through the Treasurer and only BOOKED when Treasurer receives payment by the Payment Due Date. ONLY then are forms forwarded to Stall Co-ordinator (a volunteer)
- 2 ALL stalls ordered after Payment Due Date are **REQUIRED** to pay a **LATE FEE COSTS**
- 3 Show Office will **NO LONGER** be accepting stall payments
- 4 A stall form **MUST** be completed for each exhibitor's stall reservation
- 5 **PAYMENT OPTION #1**
Forms and payments by **etransfer** are to be sent to eoqhatreasurer@gmail.com
(If not Auto-Deposited, PASSWORD is required - Please notify the treasurer)
- 6 **PAYMENT OPTION #2**
Forms and payments by **cheques** are to be mailed to
Eastern Ontario Quarter Horse Assoc.
3480 Stonecrest Road
Woodlawn, Ontario K0A 3M0
- 7 All cheques are to be made payable to: **Eastern Ontario Quarter Horse Assoc.**
- 8 Shared tack stalls are to be ordered on **ONE** form with **ONE** payment - **DO NOT SPLIT**
- 9 Stalls will not be considered booked until PAYMENT is received.
- 10 **ALL** shavings paid at the Show Office will be \$9 per bag
- 13 If you sell your stall please notify the treasurer so our records can be updated

CANCELLATIONS / REFUND POLICY

- 1 STALL cancellations received prior to the payment due date of May 29th 2020 will receive refund **minus \$15 admin fee.**
- 2 STALL cancellations received after payment due date and up to two weeks prior to the show will receive a refund **minus 25% admin fee** (Hydro & shavings fully refundable)
- 3 Cancellations received within **2 weeks** of the show will **NOT** receive a refund unless **Vet Certificate** is provided