

Winter Texan Expo & Health Fair Rules & Regulations

1. **Installation & Dismantling of Exhibits:**

Installation of booth(s) must be complete 1 hour prior to show opening; Exhibitor agrees not to dismantle booth(s) prior to **3:01 PM** on the last day of Show date(s). Exhibit Booths must be occupied at all times during show hours. (Refer to show hours on the front of your contract.)

2. **Security:**

Lessor will provide Security at all Shows. Security personnel will be under the direction of the in house Director of Security. Security will patrol the premises during and after Expo hours; however, Exhibitors need to provide their own booth security during Exhibition show hours. **IN NO EVENT** does Lessor assume liability for loss or damage by any cause.

3. **Liability:**

Neither the Winter Texan Expo Show management, employees nor those acting for them, shall be liable for any injury to person or property from any cause. The exhibitor on whose leased space or through whose fault or neglect said injury shall have occurred shall indemnify and hold the Lessor HARMLESS AGAINST ANY CLAIM ARISING OUT OF SUCH INJURY.

4. **Insurance:**

It is recommended by the lessor that the exhibitor protect himself fully with regard to any property loss through fire, theft or physical damage as a result of this exhibit. The lessor assumes no responsibility whatsoever in connection with such losses or in connection with injury to the employees of the exhibitor. Contact your Insurance Company for a binder to cover your exhibit. Your insurance binder should cover your products and liability in the event anyone is injured as a result of your exhibit. A copy of your binder or a signed **Hold Harmless Indemnification Form** must be submitted prior to set-up at the show.

5. **Sound Devices & Media Videos:**

The use of sound devices and video players is allowed as long as it doesn't disturb adjacent exhibitors. Lessor reserves the right to restrict exhibitors from using sound devices or any other undignified methods of attracting attention that interfere with the best interests of the exhibitors as a whole.

6. **Show Activities:**

Exhibitors must confine their operation to their allotted exhibit space. Circulars or advertising material may be distributed only from the Exhibitors' booth and perimeters.

7. **Subcontracting & Booth Sharing:**

This agreement shall not be assigned and no rights granted to the Exhibitor in this agreement, shall be subcontracted and or transferred to another party without a written request and permission from Show Management. **Booth sharing** is not permitted unless approved by management. If approved there is a surcharge of \$200.00 per additional company.

8. **Floor Plan:**

The Winter Texan Expo reserves the right to adjust the Final Floor Plan if necessary; however, Lessor will make every attempt to accommodate all exhibitors' booth requests. .

9. **Fund Raising & Raffles:**

Fund raising activities and or raffles are strictly prohibited unless prior written consent is obtained from the Winter Texan Expo. All approved drawings for prizes and or giveaways must be completed by 3:00 PM Thursday (or last day of show).

10. **Food & Beverage:**

It is possible that food or beverage may be sold at the show. Under certain conditions, the sale of packaged Gourmet food items (for off premises consumption) may be approved through Show Management. It is the responsibility of the Exhibitor to obtain written permission (30) days in advance of show date(s). All Food Permits, Concessionaire Fees, and or necessary documentation is the responsibility of the exhibitor, and under no circumstances will the exhibitor receive a refund for failure to comply, and/or obtain the necessary documentation. Contact the Pharr Health Dept. for information on necessary documents and permits.

11. **Payments & Cancellations: All payments are non-refundable***

Exhibitor acknowledges their responsibility in ensuring payments according to the terms agreed upon. Exhibitor is responsible for payment in full as per contract and payments due on scheduled dates, regardless of cancellation. In the event payments are not received according to contract terms, a late fee will be added to your balance. The Winter Texan Expo reserves the right to cancel past due accounts after 45 days or 30 days prior to show dates. All payments are non-refundable *except for the "no Early Breakdown" deposit. That deposit will be refunded if your booth has not been broken down before the completion of show*. If your booth is broken down or unmanned before the end of the show, you will forfeit this deposit*. A \$35.00 rebooking fee will be applied to all reinstated reservations.

12. **Badges:**

Exhibitor Badges will be issued at registration/check in, prior to Exhibitor move-in. If necessary, additional badges may be purchased @ \$5.00 ea. It is Exhibitors responsibility to maintain badges at all times.