

EXHIBITOR APPLICATION AND CONTRACT 2024 BOOTH AGREEMENT JANUARY 19-21, 2024

COMPANY NAME:	(Exact name t	o be on booth sign and listings)	
ADDRESS:			
CITY	STATE/PROVINCE	POSTAL/ZIP	COUNTRY
MOBILE PHONE:		WORK PHONE:	
EMAIL:	WEBSITE:		
PRODUCTS/SERVICES TO BE EXHIBIT	TED:		
PLEASE PICK ONE (1) CATEGORY: ARTWORK ASSOCIATION/NON-PROFIT VEHICLE/VEHICLE ACCESSORIES BOOKING AGENT CLOTHING/JEWLERY/FOOTWEAI FIREARMS & FIREARMS ACCESSORIES FURNITURE Top 3 booth placement requests (Booth place)	KNIVES R MEDICAL MISCELLANEOUS OPTICS OUTFITTER - ASIA	OUTFITTER - AUSTRALIA OUTFITTER - CENTRAL AME OUTFITTER - EUROPE OUTFITTER - AFRICA OUTFITTER - NEW ZEALAND OUTFITTER - NORTH AMERIC OUTFITTER - SOUTH AMERIC PUBLICATION	SHOOTING INSTRUCTION TAXIDERMY TROPHY SHIPPER CA WILDLIFE SUPPLY
1)		3)_	
2024 BOOTH FEES Quantity Booth Type	Total	HSCF provides the following Pipe, drape, 8' draped table, 2 ch	ing for each booth space: nairs, wastebasket, booth sign, one
8x10**: \$1,550 10x10: \$1,950 10x10 Corner Upgra 10x10 Endcap Upgra **All 8x10 spaces are local There are no corner or end available.	\$ \$ ade: \$350	wireless internet connection, and exhibitor included. Each booth sp Additional name badges can be p a later date.	d one electrical connection per pace includes 2 name badges.
Cancellations after August 1st, and up unti Houston Safari Club Foundation (HSCF) E method used to determine placement at HS improve their priority point ranking. Addit	posit will be applied at the time the d by August 1, 2023. Late or non-pt be received in writing by the dead 1 October 1st, will result in a cancel exhibitor Priority Point System: HS CF's annual Convention. This systemal annual points are awarded for ril 30, 2023. By signing below, Exl	e application is received. ayment may result in loss of booth space. Iline. Cancellations prior to August 1st will resultation fee of 50% of all monies. No refunds was CF Exhibitor Priority Point System will be the mallows exhibitors an incentive to participate exhibitors who participate in various HSCF etc.	rult in a cancellation fee of 50% of the deposit. ill be provided for cancellations after October 1st. primary exhibitor booth location assignment e annually as well as the opportunity to continually fforts. Exhibitors will be assigned a space based or understands, agrees to and will abide by the terms
Return signed agreement to Nancy Oka	at nancy@wehuntwegive.org.		
of the contribution, less the value of goods and services rece United States Internal Revenue Code. Payments to HSC	ived, to the extent permitted by law. HSCF EIN 7- are not deductible as charitable contributions for		
110C Lint. 10-0002171. 110C unu 110CF			
I acknowledge I have read, understand and			
Signature:		Date:	
Signature:		n on a US Bank) or charge to your American Exp	

Yes_____• No____

HOUSTON SAFARI CLUB FOUNDATION EXHIBITOR RULES AND REGULATIONS

- 1. BOOTH ASSIGNMENTS- HSCF reserves the absolute right to modify, adjust, and make changes to booth assignments to ensure even flow of traffic or to maintain the character and integrity of the show
- 2. FOOD, BEVERAGE SERVICE- HSCF and the venue must approve any distribution of food, drinks, or alcoholic beverages by exhibitors in the exhibit hall/venue, provided, however, that in no event shall exhibitors distribute food, drinks, or alcoholic beverages in contravention of any governmental laws, rules and/or regulations. Certain exhibits, displays and activities require licenses and/or permits, including, but not limited to, the following: cooking, food and beverage sampling, liquid or gas fueled vehicles, pyrotechnics, lasers, antique dealing, sales and use tax, use of tents or canopies. It is the responsibility of the exhibitor to obtain and provide proof to HSCF of any such required permit(s).
- 3. LINE OF SIGHT- Exhibits may not protrude into the aisle or to the sides beyond the assigned space. The back wall of exhibits cannot display branding or graphics on the backside of header. Exhibit sidewalls taller than 4 feet may not extend more than 5' from the rear of the assigned space and/or block the view of other booths. All parts of any exhibits must remain inside the designated booth space. Exhibits, which include audio/visual or lighting equipment, must be arranged so that noise/light from the equipment will not annoy or disturb other exhibitors, attendees, or HSCF and its activities (REFER TO VISUAL AND AUDIO RULES & REGULATIONS DOCUMENT).
- 4. INGRESS/EGRESS- No portion of the entrances, exits, corridors, passageways, halls, lobbies, stairways, escalators, aisles, driveways, sidewalks, ramps or other common areas shall be obstructed or used for any other purpose than ingress and egress.
- 5. SOLICITATION GUIDELINES- Exhibitors may show video and photographs and distribute catalogs, souvenirs, and other material from Exhibitor's assigned space ONLY. Exhibitor may discuss potential hunt details and provide promotional materials to individuals on a one-on-one basis at common seating areas in the exhibit hall.
- **6. SOLICITATION** Exhibitor shall not encroach upon another Exhibitor's assigned space to converse with or solicit customers, unless both exhibitors are assigned space that is side by side in the exhibit hall. Proper discretion and professional courtesy should control one's actions.
- 7. NON-EXHIBITOR SOLICITATION- Non-exhibitor solicitation or promotion in the exhibit hall is strictly prohibited. If non-exhibitor solicitation is observed in the exhibit hall or Convention venue, please contact HSCF at your earliest possible convenience.
- 8. CONDUCT AND BEHAVIOR- HSCF reserves the right and Exhibitors consent to HSCF's right to decline, prohibit and/or cause to be removed any exhibit, Exhibitor, or proposed exhibit or Exhibitor that, in HSCF's sole opinion, is not suitable for, is, or might be disruptive to the Convention. HSCF may exercise this right at any time prior to or during the Convention. This reservation concerns entities, persons, sponsors, items, audio or video, digital recordings, images, printed matter, conduct of the Exhibitor and/or Exhibitor's employees, brokers, or agents either before or during the Convention and all other things that in HSCF's sole opinion may adversely affect HSCF, the Convention, visitors, and other members of the hunting community. HSCF reserves the right to prohibit from exhibiting at the Convention any outfitter, guide or professional hunter who is not a member in good standing of a recognized regional, state, provincial or national professional hunting association. HSCF may remove any Exhibitor from the Convention who, in the sole opinion of HSCF, (i) breaches any of the provisions of this agreement; (ii) causes a disruption of the Convention by said Exhibitor's conduct or behavior after receiving a verbal warning against such continued conduct or behavior; (iii) engages in conduct or behavior that endangers the health, safety or well-being of any other Exhibitor, attendee, HSCF employee, volunteer or Convention vendor or (iv) violates any rules, policies, or procedures set forth in this agreement or hereinafter adopted by HSCF. If HSCF exercises its absolute right to prohibit any exhibit, Exhibitor, or proposed exhibit and such right is exercised at least 60 days prior to the then upcoming Convention, HSCF shall refund to Exhibitor any booth payment made by Exhibitor for said booth(s) at the then upcoming Convention. Exhibitor acknowledges and agrees that Exhibitor is not entitled to any other payment, refund, or damages which may result from, or be caused by, HSCF's exercise of any right set forth her
- 9. FIRE REGULATIONS- Exhibitors shall comply with all federal, state and local fire codes which apply to places of public assembly. All booths and booth contents must satisfy the venue and the governing Fire Department requirements. All decorations, drapes, signs, banners, table coverings and skirts, carpeting or similar decorative materials used shall be flame retardant to the satisfaction of the Montgomery County Fire Marshal and are subject to inspection and flame testing. Exhibitors who wish to use flammable materials in their booth must contact the governing Fire Department and be in compliance with all applicable fire codes. Use of flammable compressed gas cylinders is strictly controlled within the Facility and generally prohibited. Non-flammable compressed gas cylinders must be secured to prevent toppling.
- 10. VEHICLE DISPLAYS- Special arrangements for booths with fuel powered vehicles MUST be pre-approved with HSCF and the fire marshal before being allowed inside the exhibit hall. Exhibitors with vehicles to be located on the inside of the building must request a specific time to meet with HSCF and the fire marshal prior to the start of set-up and before any vehicles are allowed inside. Requirements: a) The battery must be disconnected while any vehicle is on display; b) fuel in the tanks of display vehicles shall not exceed 1/4th of their capacity or five gallons of fuel, whichever is less; c) all display vehicle gas caps shall be taped or locked; d) non-flammable protective covering must be placed under display vehicles to prevent stains; d) duplicate keys for vehicles on display must be provided to show management and/or to show security for use in the event of an emergency. Keys shall be kept on the Premises during the entire License Period.
- 11. SET UP AND REGISTRATION- Any exhibitor who has not arrived by the published opening time on Friday automatically forfeits their booth space. All of Exhibitor's property must be moved out of the building by 11:00 pm on Sunday unless written permission from HSCF has been provided. Exhibitors may not start taking down their booth(s) or packing merchandise, displays, or samples before the published closing time on Sunday. Failure to set up during the designated time or early booth take down may result in loss of deposit, forfeiture of Exhibitor's current booth space location for future years and/or denial of future booth space. All move-in and move-out of freight must be through designated loading docks, freight doors and freight elevators. The main lobbies, side doors, escalators and passenger elevators are not to be used for such purposes.
- 12. SECURITY- Security personnel will provide limited security in the convention hall from Wednesday at 8 am through Sunday at 8 pm. Exhibitor acknowledges and agrees that HSCF is not responsible or liable for theft or loss or damage to Exhibitor's merchandise, promotional materials, booth materials, or personal property. Exhibitor is encouraged to acquire appropriate insurance to cover any and all theft or loss, and to take all steps necessary to protect and secure Exhibitor's merchandise, promotional materials, booth materials, and personal property.
- 13. BOOTH ASSIGNMENT- Space assignments will be allocated and arranged by HSCF, based on the Priority Points System, only upon receipt of a signed contract and full payment of the deposit. The application for space and the formal notice of assignments by HSCF and the full payment of booth space and rental fees constitute a contract for the right to use the space allotted. Exhibitors must be current (within 60 days) on all debts and accounts due HSCF (Hunter's Horn/Bush Telegraph advertising, sponsorships, etc.) prior to exhibiting at the Convention. Exhibitor deposits of booth balance payments received or other funds held by HSCF and otherwise payable to Exhibitor may be applied by HSCF to Exhibitor's past due accounts receivables (past 60 days).
- 14. ACTS OF GOD- In the event of Acts of God, fire, strikes, rioting, war, acts of terrorism, civil disorders, or other circumstances making it difficult or financially inconvenient to HSCF to operate the HSCF exhibit hall or begin or continue with the Convention then, in the sole discretion of HSCF, with due regard for the safety and welfare of Exhibitors and visitors, this contract shall become void. If in the event this contract becomes void, all Exhibitor booth payments will be retained by HSCF and at HSCF's sole discretion, applied to the following HSCF convention or returned to Exhibitors on a case-by-case basis.
- 15. BOOTH SHARING- No booth assignments, sharing agreements, reselling of booth space or similar relationships will be allowed without prior written approval by HSCF. Any unauthorized assignment or sharing of booth space is strictly prohibited. Violations of this policy may result in one or more of the following: (1) immediate removal from the show floor of the contracted Exhibitor and the un-contracted Exhibitor or Exhibitors with all expenses, including attorney's fees incurred by HSCF for such removal, payable by the contracted Exhibitor immediately; (2) loss of Exhibitor's booth space location for the following year; and/or (3) denial of future booth space.
- 16. POSSESSION OF FIREARMS- Possession of Firearms is forbidden in the Facility with the exception of the following: (i) licensed peace officers and licensed honorably retired peace officers, (ii) exhibitors during events, with Licensee approval, and (iii) individuals licensed by the State of Texas to carry handguns. A "Firearm" is defined as any device designed, made, or adapted to expel a projectile through a barrel or cylinder by using the energy generated by an explosion or burning substance or pressurized air or gas or any device readily convertible to that use. All breech-loading firearms that are displayed in the exhibit hall, hotel, and surrounding area must be deactivated by removal of the firing pin or proactively altered so that the firearm cannot, under any circumstances, be fired or discharged. No live ammunition is allowed to be sold or displayed. Exhibitors and visitors in the Exhibitor's booth are prohibited from handling firearms while they are in the possession of an alcoholic beverage, have recently consumed one or more alcoholic beverages, or are otherwise under the influence (however slight and less than legally impaired) of any alcoholic beverage. Likewise, children under the age of 18 are prohibited from handling firearms unless supervised by a responsible adult subject to the above requirements. In the state of Texas, in order to purchase a firearm legally, the buyer must be a minimum of 18 years of age. Anyone purchasing a firearm from a licensed firearms dealer must complete a Bureau of Alcohol, Tobacco & Firearms from 4473 (firearms transaction form). A firearms purchaser must also undergo a National Criminal Background Check System check, which will be performed by a licensed firearms dealer. For firearms won via contest or giveaway, the transfer of firearms will not be allowed on Facility premises. Firearms transfers must be conducted away from the site of the event and transfers must be facilitated by a licensed firearms dealer.
- 17. ANIMALS/PETS- With the exception of service animals, animals shall not be allowed in the Facility unless approved in advance and in writing by the Facility Manager. The Facility Manager must receive all requests to bring animals into the Facility no later than 10 calendar days prior to the first day of the License Period.

- 18. PARKING- NO LOADING, UNLOADING or PARKING is permitted in the Town Center driveway or main entrance of the facility.
- 19. RIGGING AND HANGING- Rigging and hanging requests must be submitted for approval at least 30 calendar days prior to the first day of the License Period to the Facility audiovisual contractor, who will determine if the requests are within the architectural guidelines of the Facility. The Facility Manager reserves the right to refuse permission, remove, delay or terminate any rigging or hanging for safety reasons or to prevent damage to the Facility.
- 20. SMOKING AND TOBACCO- Smoking is prohibited at the Facility, with the exception of certain enclosed meeting areas designated by HFC, when used for private, invitation-only functions. Use of e-cigarettes and similar electronic smoking devices is prohibited at the Facility. The distribution or sale of tobacco products and electronic smoking devices is prohibited in the Facility.
- 21. TEXAS STATE SALES TAX- Exhibitors making over-the-counter sales must provide purchasers with a written receipt specifying the item or service purchased and the price paid for the item or service. Collection of applicable sales tax is the sole responsibility of the Exhibitor making the sale. It is Exhibitor's responsibility to contact the Texas State Comptroller's office to obtain a Texas State Sales Tax Permit. See the following for further details: http://www.window.state.tx.us/taxinfo/taxforms/01-forms.htm.
- 22. INDEMNIFICATION- Exhibitor agrees to defend, indemnify and hold the venue; HSCF, its employees, volunteers, officers, directors, agents, attorney's, representatives, and its subcontractors, vendors and affiliates, harmless of any and all claims, penalties, citations, and/or liabilities imposed by law or in equity on account of property damage or bodily injuries, including death, resulting therefrom, sustained or alleged to be sustained by any person or persons, whether they be members of the public visiting the show, employees, officers, agents, or directors of HSCF, convention volunteers or other Exhibitors, occurring at, near, in, or in connection with, or arising out of the convention, exhibits and show resulting from the sole negligence, partial negligence, and/or contributory negligence or any alleged negligence of the Exhibitor, its agents, employees or persons performing services for it, or resulting from any equipment, machinery, or items displayed by the Exhibitor or contained within the confines of the exhibitor's booth space or otherwise located on the venue property. Exhibitor further agrees to defend, indemnify and hold harmless the venue; HSCF & its subcontractors, vendors, affiliates, employees, officers, directors, agents, volunteers, representatives, attorney's and all persons or parties in privity with them, from any and all property damage, loss of business, loss of business opportunity, disruption of business, or lost profits arising from or caused by any condition at the facility, Act of God, force of nature or any other events or circumstances inside, under, or outside the control of HSCF, including but not limited to, strikes, work stoppages, government shut down, power outages, telephone outages, internet wireless outages, floods, water damage or leaks, riots, or acts of terrorism.
- 23. HOLD HARMLESS- Notwithstanding any remedy at law or in equity otherwise available to Exhibitor and in consideration of the mutual agreement of the parties and the opportunity of Exhibitor to exhibit at the Convention herein referenced, the sufficiency of which is confessed by both parties, Exhibitor releases and waives any and all claims against HSCF, its agents, officers, directors, members, convention volunteers, employees, subcontractors, vendors, and affiliates such that HSCF, its agents, officers, directors, members, convention volunteers or employees are not liable for any injury, loss, or damage, including consequential or indirect damages incurred by Exhibitor or any of Exhibitor's agents, representatives, or employees.
- 24. RAFFLES/GAMES OF CHANCE- No fundraising activities by Exhibitors, including but not limited to, raffles or other games of chance are allowed in the Exhibitor's booth or in any part of the hotel, exhibit hall, or Convention Center.
- 25. FACILITY- Exhibitor shall not deface the ceilings, walls, or floors of the building, the booths, or the furniture, fixtures, and equipment in the booths or elsewhere in the exhibit hall or hotel. The use of helium and helium balloons is prohibited in the facility. Only tapes pre-approved by the Event Manager shall be used in the Facility (e.g., Shurtape* PC 618 cloth tape or Shurtape* DF 642 double-faced cloth tape).
- 26. ACKNOWLEDGEMENT- Exhibitor acknowledges that there is not a disparity in bargaining power between HSCF and Exhibitor. HSCF may revise, modify, and/or make exceptions to any of these rules and regulations on a case-by-case basis. Interpretation of these rules and regulations and approval for any changes to these rules and regulations shall be requested by Exhibitors no less than 90 days in advance of when the show starts to allow HSCF a reasonable opportunity to consider the proposed interpretations or changes and render its decision no less than 30 days before the show starts. HSCF reserves the sole and exclusive right to interpret, change, modify, and/or revise exhibit rules, regulations, and booth locations/layouts to maintain the character and integrity of the Convention. Any reference to interpretations or decisions made or approval given by HSCF as set forth in these rules and regulations refers specifically to interpretations, decisions or approval made by the HSCF President or his Assigns. No other person or persons affiliated with HSCF has the authority to interpret these rules and regulations or make such decisions or grant approval.
- 27. AGREEMENT- This contract contains all the agreements of the parties and supersedes any prior negotiations, statements, representations, or discussions. This contract may only be amended in writing by a separate document duly executed by both parties. Venue for any legal matter involving or arising out of this contract shall be held exclusively in Houston, Harris County, Texas, USA.

Houston Safari Club Foundation (HSCF) Exhibitor Priority Point System

The HSCF Exhibitor Priority Point System is the method by which booth placements are prioritized for HSCF's annual convention expo. This system provides exhibitors the opportunity to improve priority ranking by exhibiting annually and consecutively. Additional priority points may be earned as described below.

Process for Booth Placement

- 1. Exhibitors will be given priority, regarding their booth location requests, based on the highestnumber of points and practical availability.
- 2. A completed booth space contract, with 50% deposit (minimum), must be submitted prior toor at the time of booth assignment. The balance must be paid by the designated deadline.
- 3. Booth location preferences and requests for proximity to other companies will be considered and honored whenever possible.
- 4. Booth assignments will be made by the HSCF Convention Committee.
- 5. Earned points are not a guarantee of participation.
- 6. HSCF shall assign exhibit space on an annual basis only and does not imply that the same or similar space will be held or offered for future shows.
- 7. All terms and conditions of the HSCF Exhibitor Agreement apply.

Booth Placement Process by Category

- 1. Priority/Returning Exhibitors
 - a. Must submit an Exhibitor Application and Contract and 50% deposit by May 31st.
 - b. Booth assignment notifications will be completed by September 30th.
 - c. Exhibitor location will be assigned based on availability at the time of exhibitor'spriority.
 - d. Once exhibitor has selected their exhibit location, the booth will be assigned.
- 2. Wait List Exhibitors and Returning Exhibitors Not Meeting Application Deadlines
 - a. Wait List exhibitors and priority exhibitors, who submit their contracts after May31st, will be assigned on a first-come, first-served, space-available basis (after all HSCF Priority exhibitors who have submitted contracts by the May 31st deadline have been assigned).
 - b. Booth assignment notifications for these groups will be completed by September 30th.

Priority Point System

Means of Points Achievement	Achievement Value	
Exhibit at the annual HSCF Convention. All exhibiting companies earn points per year for exhibiting, regardless of the exhibit size and/or location.	One (1) point per dollar of paid booth fees. Points will be awarded following the conclusion of each convention.	
Provide an accepted auction or raffle donation item for HSCF's Convention fundraising activities	One (1) point per dollar of NET return per donated item (net = final bid amount collected less anyrebate)	
Corporate Sponsor, Convention Sponsor or Convention Underwriting Sponsor.	One (1) point per dollar of paid sponsorship for that calendar year.	

Rules and Regulations

Not Exhibiting Consecutively Year To Year

- If an exhibitor misses one (1) year of exhibiting, yet continues to support HSCF through other previously mentioned efforts (donations, advertising, etc.), they will receive sponsorship points for those efforts.
- If two (2) consecutive years of exhibiting are missed, an exhibitor will be removed from the priority list and forfeit all accumulated points. If an exhibitor wishes to return after missing two (2) or more years, the exhibiting company will be considered a new exhibitor.

Space Assignment for New Exhibitors

- New companies will be assigned space on a first-come, first-serve basis, following the completion of priority booth space assignments.
- Submittal of contracts and/or deposits does not guarantee space will be assigned.

Deductions of Priority Points

- Any exhibitor who has not paid their deposit or balance in full by the due dates will be subject to forfeiture of ten percent (10%) of their points accumulated up to those dates.
- Exhibitors who vacate or dismantle their booth prior to show closing will be subject to forfeiture of ten percent (10%) of their accumulated points.
- Exhibitors who do not comply with HSCF's booth construction policy will be subject to forfeiture of ten percent (10%) of their accumulated points.
- Exhibitors who display unethical conduct on any HSCF convention host property, at the discretion of HSCF, will be subject to priority point deductions, possible removal from the event, and potential exclusion from participating in future HSCF events.
- Violation of any terms and conditions outlined in the HSCF Exhibitor Agreement, at the discretion of HSCF, will be subject to priority point deductions, possible removal from the event, and potential exclusion from participating in future HSCF events.

Mergers and Acquisitions Involving Exhibitors

- Mergers and acquisitions: If two companies have merged, the company with the highernumber of priority points will have its priority points applied.
- Spin-offs: The parent company and the spin-off company will each receive priority points for prior participation, divided equally.
- Co-ventures: Priority points will be evaluated on a case-by-case basis for companies sharing a booth space one year and exhibiting separately in subsequent years.
- Priority points are non-transferable from one company to another in the case of non-affiliated exhibitors.

Cancellations and No-Shows

- Exhibitors who have paid the full balance due for booth space, yet must cancel due to an unforeseen, legitimate reason, will receive priority points for that year, at the discretion of HSCF.
- Exhibitors who have reserved a booth space but are "no-shows" for the expo will not receive priority points for that year.

Disclaimer

Houston Safari Club Foundation (HSCF) reserves the right to change any of the terms, conditions or policies of this program, at any time, in its sole discretion. If HSCF decides to change the termsof the program, a new version will be published. Any such changes will be effective upon publishing the revisions. An Exhibitor's continued participation in the program following publishing of any changes constitutes their acceptance of such changes. Houston Safari Club Foundation reserves the right to discontinue this Priority Point System at anytime without notice. HSCF reserves the right (regardless of point status) to assign booth locations, at its discretion, to maximize the selling experience for its vendors and the consumer experience for its attendees. All exhibitors and their personnel will be held accountable for following the rules of this programand the guidelines as stated in the HSCF Exhibitor Agreement. Failure to comply with the rules and regulations of this Priority Point System and/or the guidelines of the HSCF Exhibitor Agreement may result in the loss of all priority points, at the discretion of HSCF.