


INAUGURAL
FOOTBALL COACHES CLINIC



SATURDAY, MAY 13TH, 2023
LOCATION: LEANDER HIGH SCHOOL



 @HispanicTXHSFB
www.hthsfbca.com

Exhibitor
Contract & Terms

EXHIBITOR CONTRACT
HTXHSFBCA Clinic

May 13 8am-3pm
Leander High School

Full payment is due with all contracts.



FOR HTXHSFBCA USE ONLY:

Date Received: _____ Time: _____

Date Assigned: _____

Assigned Booth: # _____

Payment Amount: \$ _____

Check # / CC Type: _____

HTXHSFBCA Rep: _____

TYPE OR PRINT YOUR COMPANY INFORMATION CLEARLY.

Company: _____

Contact Person: _____ Title: _____

Street Address: _____

City: _____ State: _____ Zip: _____ Web Address: _____

Phone: _____ Fax: _____ Email: _____

Product / Service: _____

PLEASE SELECT AN OPTION BELOW

GENERAL EXHIBITOR BOOTH (10' x 10') = \$200

EXECUTIVE EXHIBITOR BOOTH (10' x 20') = \$400

DELUXE EXHIBITOR BOOTH (20' x 20') = \$800

TOTAL DUE: _____

PAYMENT METHOD

Easy Pay with PayPal

Please visit us at hthsfbca.com and select the DONATE NOW option at the top of the screen. When processing your payment, please make a notation to include your *Company Name* and *Type of Exhibitor Booth Purchased*. Please remember to mail us this completed form after processing payment.

Pay On Site = 10% Processing Fee for payment on the day of Clinic

The undersigned hereby agrees to abide by the HTXHSFBCA Exhibit Terms and Conditions (found at hthsfbca.com) and any rules or regulations set for by Leander High School and/or Leander ISD. No exhibitor may sublet, assign, or share any part of the space allocated without written consent of the HTXHSFBCA.

Authorized Signature: _____ Date: _____

SCAN/EMAIL or MAIL this contract along with payment processing information or check payable to HTXHSFBCA at hthsfbca@gmail.com or 1211 Magellan, San Antonio, TX 78239.

EXHIBITOR TERMS & CONDITIONS

2023 HTXHSFBCA Clinic

**May 13 8am-3pm
Leander High School**

SPACE RENTAL & ITEMS PROVIDED Required Payment: Full payment must accompany contract. Contracts received without payment will not be considered. Printable online contracts are available at www.htxhsfbc.com/2023-HTXHSFBCA-Clinic. Space Assignment: The HTXHSFBCA reserves the right to reassign any space or rearrange exhibitors. HTXHSFBCA has full discretion and authority to determine the eligibility of any company seeking to participate in the show and all products proposed to be exhibited at the show. The HTXHSFBCA reserves the right to reject any and all contracts and to demand the release of space at any time during the show for failure to conform to the terms and regulations as outlined in these terms. HTXHSFBCA policy prohibits the HTXHSFBCA from doing business with any company that provides recruiting services unless approved by HTXHSFBCA Board of Directors. 10' x 10' General Exhibit Booth Rental = \$200: Each exhibitor who contracts for a 10' x 10' booth shall be provided with the following booth items: 10' x 10' area to solicit from and one 6' long table; 2 chairs; one identification sign. 10' x 20' Executive Exhibit Booth Rental = \$400: Each exhibitor who contracts for a 10' x 20' executive booth shall be provided with the following booth items: a 10' x 20' area to solicit from; one identification sign; two 6' long tables; 4 chairs. 20' x 20' Deluxe Exhibit Booth Rental = \$800: Each exhibitor who contracts for a 20' x 20' deluxe booth shall be provided with the following booth items: a 20' x 20' area to solicit from; one identification sign; two 6' long tables; 8 chairs. Exhibitor's Service Kit: Any services or items needed, but not listed above may be provided for a fee. HTXHSFBCA will email all exhibitors an Exhibitor's Service Kit that will contain information on available services and cost. You may contact HTXHSFBCA at htxhsfbc@gmail.com.

CANCELLATION POLICY In the event that written notification of intent to cancel is received by HTXHSFBCA Officials within 14 days from the date space confirmation is issued; all sums paid by the exhibitor will be refunded. No refunds will be made after this date unless the space has been resold, in which case the exhibitor may be entitled to a refund less an administration fee of \$20 per 100 square feet of space. THE HTXHSFBCA MUST BE NOTIFIED OF ALL CANCELLATIONS ON SIGNED COMPANY LETTERHEAD. NO REFUNDS WILL BE GIVEN FOR SPACE CANCELLATIONS AFTER APRIL 31, 2023. FLOOR PLAN All dimensions and locations provided are believed, but not warranted, to be accurate. The HTXHSFBCA reserves the right to make such modifications as may be necessary to meet the needs of the exhibitors and the exhibit show.

BADGES AND EXHIBIT PERSONNEL As an exhibitor at the HTXHSFBCA Convention and Coaching School, the HTXHSFBCA policy states that you are allotted four (4) badges for your first 100 square feet of rented booth space and two (2) badges per 100 square feet of rented booth space thereafter. Past the allotted amount, additional badges may be purchased by the exhibitor in advance for \$40 each. If badges are ordered in advance, they will be printed by HTXHSFBCA Officials and prepared for pick-up at the on the date of the clinic.

ACCEPTABILITY & DRESS The purpose of all exhibits shall be to serve the interest of the members of the HTXHSFBCA and shall be operated in a way that will not detract from other exhibits, the exhibition, or the clinic. Dress of exhibitors must be conservative and should conform to a reasonable businesslike standard. Persons, things, conduct, printed matter or anything of character, which the HTXHSFBCA determines is objectionable to the exhibition, is unacceptable. The HTXHSFBCA reserves the right to require the immediate withdrawal of any exhibit, which is believed to be injurious to the purpose of the HTXHSFBCA. In the event of such restriction or eviction, the HTXHSFBCA is not liable for any refund, rental fees or other exhibit-related expense.

INSTALLATION AND DISMANTLING OF EXHIBITS The exhibitor expressly agrees to do all installation and dismantling of exhibits during time allotted 2 Hours prior to the opening of the clinic and 2 Hours after the close of the clinic. No exhibit may be erected after the exhibition opens nor be dismantled before the official closing time. Space not occupied by 8:00am on Saturday will be forfeited by the exhibitor and resold, reassigned or used by the HTXHSFBCA. If the exhibit materials are on hand and not set up for display at the close of the installation period in absence of the exhibitor, the HTXHSFBCA reserves the right to remove and store said material. The exhibitor will be billed for all charges incurred. Texas is a right-to-work state. Exhibitors may load and unload their own equipment subject to the following rules: Exhibitors may unload their own non-branded, personally owned vehicles by hand only. No heavy equipment, dollies, etc. will be provided by HTXHSFBCA for these purposes nor will this equipment be allowed to enter the clinic site with the exception of your personally owned dollies or low impact non-motorized equipment.

DAMAGE TO EXHIBIT FACILITIES The exhibitor must surrender rented space in the same condition it was at commencement of occupancy. The exhibitor or his agent shall not injure or deface the walls, columns or floors of the exhibit facilities, the spaces, equipment, or furniture of the space. When such damage appears, the exhibitor shall be liable to the owners of the property so damaged.

RULES AND REGULATIONS Restrictions on Use of Space: No exhibitor shall sublet, assign or share any part of the space allocated without written consent of the HTXHSFBCA. Solicitations, demonstrations, distributions of promotional material, signage and all material must be confined within the bounds of their own respective space. Exhibits, signs and displays will not be prohibited outside your assigned dimensions of your exhibitor booth. Operation of audio devices is allowed if the exhibitor complies with the restriction on loud volume. No firm or organization not assigned space will be permitted to solicit business at the show. Exhibitors' materials may not reach any taller than a maximum of 8 feet unless prior approval from HTXHSFBCA is requested and granted. Exhibitors may

not hang any items from the ceiling. Large screens must be anchored and may not block booths behind or adjacent. Materials and literature may not be distributed outside of the exhibitor's assigned booth space. Policy will be enforced to ensure that the view of adjacent exhibit space is not obstructed. Exhibitors are not permitted to: write, tack or cut on walls or panels. Scotch tape is not to be used on walls or glass panels for the support of posters and signs – easels are recommended. Objects such as table back-drop, etc. are not to be placed against the walls or glass windows. Banners or displays are not permitted on the windows or glass panels. Explosives or combustible materials are not to be displayed; this includes cylinders of gas, paint, alcohol, chemicals, turpentine, etc. Any questions should be referred to the HTXHSFBCA Officials. Aisles and exits must be kept clear, clean and free from obstruction and exhibitors may not stand or block aisles during show hours. All fire extinguishing equipment shall always be maintained in plain sight – unobstructed and accessible for use .

SHIPPING INSTRUCTIONS Because of lack of storage space, the HTXHSFBCA cannot accept and store shipments of exhibit material in advance of the clinic.

HTXHSFBCA LIABILITY POLICIES The HTXHSFBCA, Leander High School, and Leander ISD shall not be liable or responsible for any loss, theft, damage or injury that may occur to property of exhibitors. The HTXHSFBCA, Leander High School, and Leander ISD shall not be liable or responsible for the death or personal injury of exhibitors, employees, agents, servants, guests or invitees from any cause whatsoever arising out of or from an incident to the use of the occupancy of the exhibit area by the exhibitors, it's agents, servants, employees, guests, and invitees; and the exhibitors, by signing up for a specific space expressly release the above named parties from liability from all and any such losses, theft, damage, injury, death and personal injury claims whatsoever. The exhibitors shall forever reimburse, indemnify, save and keep the HTXHSFBCA, Leander High School, and Leander ISD harmless from and against any and all liability, damages, expanses, judgments, and injury and expenses including investigation and counsel fees arising from or out of by reason of any action or other occurrences on or about the clinic premises or elsewhere occasioned wholly or in part by any negligent act or acts, omission or omissions of the exhibitor or by any of the agents, servants, employees, guests and invitees of the exhibitor resulting in property damage, including damage to the clinic premises, or loss or injury or death to any persons arising out of or incident to or from the use or occupancy of the exhibit area by the exhibitor, it's agents, servants, guests, employees or invitees.

EXHIBIT SPACE ASSIGNMENTS HTXHSFBCA reserves the right to assign what they consider to be the best available space assignment. 1) **TIER I EXHIBITORS** = HTXHSFBCA Sponsors (Tier I exhibitors) are eligible to select exhibit space before all other exhibitors. Sponsor booths are assigned in April 2023 in the following order: First Title Sponsors, Second Platinum Sponsors, Third Gold Sponsors, Fifth Silver Sponsors, Sixth Bronze Sponsors, Seventh Allied Sponsors. 2) **TIER II EXHIBITORS** = Exhibitors who have completed and returned the exhibit contract & provided full payment to the HTXHSFBCA before May 1, 2023. We encourage ALL exhibitors to take part in Tier II. Assignment of exhibit space, where possible, will be according to the choices listed on the exhibitor's contract, the number of spaces requested and exhibit space availability on the date and time the application is received with full payment payable to HTXHSFBCA. Exhibitor space location preferences will be considered whenever possible. However, based upon the amount of space requested, the space configuration and ceiling height required, the HTXHSFBCA reserves the right to assign exhibitors to areas that can best accommodate these requirements. While every effort will be made to avoid assignment of space near competitors (where known), the nature of the exhibits and the limited availability of space prevent the HTXHSFBCA from guaranteeing non-competitive placement. The HTXHSFBCA may be required to move an exhibitor's confirmed exhibit space in order to accommodate the needs of the clinic. In the event the exhibitor's space number or location has changed, the HTXHSFBCA will notify the exhibitor promptly.