

EXHIBIT HALL
VENDOR AND EXHIBITOR POLICIES

Welcome to the Brazos County Expo Complex!

Please take a moment to review our policies for vendors and exhibitors during the show.

- 1) All Load-In and Load-Out for the event should take place behind the Exhibit Hall through the roll-up or double doors only. The street behind the Exhibit Hall is one-way! Please use the site plan and/or directional signs on the Complex grounds.
- 2) After load-in is complete, please move your vehicle to the parking area. The area behind the Exhibit Hall is for loading purposes only. There is no parking inside fire lanes at any time.
- 3) The use of nails, tacks, staples, pins, confetti and tape are strictly prohibited on **all** Expo surfaces. We do allow **blue painters tape only!**
- 4) No **glass bottles, balloons, or stickers** of any kind are allowed in the Exhibit Hall.
- 5) All cooking on the Expo grounds must be approved in advance. All grease must be caught and hauled off site. Please take care to cover the ground where you are cooking.
- 6) Please protect our tables from extremely hot objects that may cause the tables to melt.
- 7) Propane tanks are not allowed in the Exhibit Hall.
- 8) All tents set up within the Exhibit Hall must be flame retardant.
- 9) No open flame candles are allowed.
- 10) Absolutely **no pets or animals** are allowed in the Exhibit Hall other than service dogs.
- 11) Please break down all boxes and place your trash in receptacles behind the Exhibit Hall before you leave.
- 12) Any vehicles in the Exhibit Hall must be brought in and displayed on protective floor covering, once inside the battery must be disconnected and the key removed. There must be one gallon or less of fuel in the automobile.
- 13) Step ladders are available from Expo staff, please do not stand on the tables and chairs.