

**2019 ANNUAL CONVENTION
BEEFMASTER BREEDERS UNITED
SAN ANTONIO, TEXAS
OCTOBER 24 - 26, 2019
SPONSORSHIP/EXHIBITOR FORM**

We thank you for your participation as an exhibitor at the BBU Annual Convention in San Antonio, Texas. The Trade Show will be held in the Executive Salon 1, Third Floor of the Wyndham San Antonio Riverwalk located at 111 East Pecan Ave., San Antonio, TX 78205. **Exhibitor Booths are \$250.**

For information regarding Trade Show hours, including move in & move out times, please refer to the Rules & Regulations for Exhibitors. Please note that the official start time for the Trade Show is 8:00 a.m. on Friday, October 25, 2019. The Trade Show officially ends at 12:00 p.m. on Saturday, October 26, 2019.

If you would like to join us at our meal functions please contact Jeralyn Novak for a registration packet as soon as possible at the BBU Office (210)732-3132 or by e-mail at jnovak@beefmasters.org.

PLEASE NOTE THAT IF YOU NEED ELECTRICAL SERVICE AT YOUR BOOTH YOU WILL NEED TO NOTIFY JERALYN NOVAK AT BBU AS SOON AS POSSIBLE. ELECTRICAL SERVICES ARE \$40.

We will exhibit the following products or services: _____

Make checks payable to: Beefmaster Breeders United Total enclosed:
If you are a major sponsor, your booth will be provided at no charge. Please contact Collin Osbourn or Jeralyn Novak at the BBU Office for more information regarding sponsorship opportunities.

Firm Name: _____ Address: _____

City/State/Zip: _____ Telephone: _____

E-MAIL: _____

We have read the rules and regulations for exhibitors and agree to abide thereby.

Signed by: _____ Title: _____

Name of individual in charge of exhibit: _____

Badge Information for Trade Show:

Name: _____ Name: _____

Company: _____ Company: _____

City State: _____ City/State: _____

Name: _____ Name: _____

Company: _____ Company: _____

City State: _____ City/State: _____

**PLEASE E-MAIL OR FAX COMPLETED FORM TO JERALYN NOVAK AT jnovak@beefmasters.org;
Fax: (210)732-7711**

**2019 ANNUAL CONVENTION
BEEFMASTER BREEDERS UNITED
*RULES AND REGULATIONS FOR EXHIBITORS***

1) SPONSORSHIP PURPOSE

The BBU Convention and Trade Show is sponsored by Beefmaster Breeders United, a non-profit organization (hereinafter called the "Association"). The purpose of the Trade Show is to complement the professional meetings by enabling attendees to see, hear and question the latest developments in equipment, supplies and services that are available to the industry.

2) GENERAL

The Association shall have full power to interpret these regulations. Matters not covered by the regulations shall be subject to a final decision by the Association. These regulations may be amended at any time by the Association upon written notice by the Association to such exhibitors as may be affected by them. The "request for exhibit space" form, when executed properly, shall be considered a binding agreement between the two parties. Exhibitors shall abide by Federal, State and City laws, ordinances and regulations. Communication with reference to the Trade Show should be addressed to: Jeralyn Novak, Trade Show Coordinator, Beefmaster Breeders United, 118 W Bandera Road, Boerne, TX 78006, phone: (210) 732-3132.

3) ELIGIBLE EXHIBITORS

The Association reserves the right to determine the eligibility of any company, product, promotion or part thereof that in its opinion is not in keeping with the character and purpose of the Trade Show.

4) EXHIBIT DATES & LOCATION

The Association's annual Convention will be located at the Wyndham San Antonio Riverwalk, 111 East Pecan Ave., San Antonio, TX 78205. The dates are as follows:

Thursday, October 24:

Move in any time after 12:00 p.m.

Friday, October 25:

8:00 a.m. Trade Show Opens

6:00 p.m. Trade Show Closes

Saturday, October 26:

8:00 a.m. Trade Show Opens

12:00 p.m. Trade Show Closes and move-out

5) DISPLAY SPACE

Display space will be available in Executive Salon 1, Third Floor of the Wyndham San Antonio Riverwalk.

6) DISPLAY SIZE

Booth size will be 10ft. X 10 ft.

7) ASSIGNMENT OF SPACE

Priority will be given to applicants according to when their request is received and the amount of space requested and the special needs and compatibility of exhibitors. In the event of conditions beyond its control, the Association reserves the right to rearrange the floor plan and relocate any exhibit.

8) PAYMENT

Payment is due at move in. Exhibitors may not occupy assigned spaces until all monies due the Association are paid in full. Make checks payable to Beefmaster Breeders United.

9) REFUNDS FOR CANCELLATION

If written notice of space cancellation is received by the Association prior to October 18, 2019, all monies paid will be refunded. No refund will be made for cancellation on or after October 18, 2019. Any space not occupied by 8:00 a.m., October 25, 2019, shall revert to the Association without obligation on the part of the Association for any refund.

10) BOOTH EQUIPMENT

Standard booth equipment will consist of one 6-foot skirted table with two chairs. All additional decorating or construction shall be at the exhibitor's expense.

11) SUBLETTING OF SPACE

Exhibitors shall not assign or sublet any space allocated to them and may not advertise or display goods other than those manufactured or sold by them in the regular course of their business. The space assigned to the exhibitor is for his/her exclusive use.

12) DELIVERY OF EQUIPMENT

Each exhibitor will be responsible for the delivery of his/her equipment and removal of the equipment or display material. For early freight shipping contact Collin Osbourn, 325/347-7507

13) ELECTRICAL USAGE

Electrical outlets will be available for \$40 per 110 outlet. Service must be coordinated through Jeralyn Novak, at the Beefmaster Breeders United office, phone: (210)732-3132.

14) INSTALLATION OF EXHIBITS

Installation of exhibits at the Wyndham San Antonio Riverwalk may commence Thursday, October 24, 2019. All exhibits are required to be in place by Friday, October 25, 2019 at 8:00 a.m.

15) NO FLAMMABLE MATERIALS

Combustible decorations such as crepe paper, tissue paper, cardboard, corrugated paper shall not be used. All decoration material must be able to withstand a flameproof test as prescribed by the NFPA.

16) DISMANTLING AND REMOVAL OF EXHIBITS

All exhibits may remain in place until 12:00 p.m., exhibit closing time on Saturday, October 26, 2019. All exhibits must be dismantled and removed by 5:00 p.m., Saturday, October 26, 2019.

17) CARE OF EXHIBIT SPACE

The exhibitor shall keep the space occupied by him in good order. Exhibitors may not place anything in the aisles during open hours of the show.

18) BOOTH ATTENDANTS

Each exhibitor must keep an attendant in his display during the open hours of the exhibits. All attendants must be bonafide employees or representatives of the exhibitor.

19) REGISTRATION AND BADGES

All badges for your company will be held at the convention registration area under the company name.

20) DISTRIBUTION OF ADVERTISING MATERIAL

Circulars of advertising matter of the exhibitor may only be distributed within the booth assigned to the exhibitor. Such material may not be distributed to the hotel rooms of the convention registrants or in areas other than the convention facilities.

21) LIABILITY

The Association, its employees, directors, representatives or members neither assumes or accepts responsibility for lost, stolen or damaged items or equipment and neither assumes or accepts responsibility for personal injury or death before, during or after the show.

The exhibitor assumes the entire responsibility and liability for losses, damages, and claims arising out of exhibitors activities on the Wyndham San Antonio Riverwalk premises and will indemnify, defend and hold harmless the Wyndham San Antonio Riverwalk, its agents, servants and employees from any and all such losses, damages and claims.

The Wyndham San Antonio Riverwalk will not be responsible or liable for any loss, damage or claims arising out of exhibitor's activities on the Wyndham San Antonio Riverwalk premises except for any claims, loss, or damages arising directly from its negligence.