

# 2019 HOUSTON BOOK SHOW

Featuring Antiquarian and Collectible Books, Ephemera, Prints, Postcards, Photographs and Maps

## Exhibitor Contract

The **Houston Book Show** (the “Show”), which is sponsored by the Texas Booksellers Association (“TxBA”), and benefits The Printing Museum of Houston, will be held on May 4 & 5, 2019 at the Winter Street Studio 2101 Winter Street, Houston, Texas 77007 (“Exhibit Hall”). Exhibitor and TxBA agree as follows:

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### Terms and Conditions:

- 1) Set-up will be on Friday, May 3, 2019 (10-5); Show hours are scheduled for Saturday 10-5 and Sunday 11-4, but all hours are subject to change. Please check in with the show management and pick up show packets prior to unloading materials. *No set-up or takedown is permitted while the Show is open to the public.*
- 2) Exhibitor agrees to abide by the procedures established by the Show management, the rules of the Winter Street Studio, and all relevant laws, regulations, and codes. No smoking, candles, incense or other burning objects are allowed within the Exhibit Hall. Chewing gum is not allowed in the Exhibit Hall.
- 3) Exhibitor is responsible for insuring its own property against the risk of theft, fire, burglary, breakage, leakage and water damage, and the risks of transport to and from the Show. Show management will make reasonable provisions for the security of your goods and safety of your personnel while in the Exhibit Hall by securing and limiting access during times the Exhibit Hall is closed to the public and by providing security officers. This is not an admission of liability nor an assumption of risk by TxBA, the Show or its sponsors or management. Exhibitor agrees it is responsible for its merchandise and personnel while at the Houston Book Show.
- 4) **Limitation of Liability & Indemnity. TxBA, the Show, The Printing Museum, the Winter Street Studio and their agents and employees, including Show management, shall not be liable to Exhibitor or its employees or agents for any loss, including property loss, damage, or theft, or personal injury, from any cause whatsoever. The Exhibitor shall hold harmless and indemnify TxBA, the Show, The Printing Museum, the Winter Street Studio and their agents and employees, including Show management, for any injury, loss, or damage as a result of any act or omission of Exhibitor or its agents or employees.**
- 5) TxBA will appoint a Show manager(s). Spaces are arranged and assigned by the Show management in its sole discretion. Certain locations may include an extra fee. Preference in location may be given to early registrants. The Show management has sole discretion to deny spaces and/or tables to anyone for any reason.
- 6) All Exhibitors must have and display a tax resale permit. The sales tax rate at the Exhibit Hall is 8.25%. For security reasons, Exhibitors shall wear Show badges during set up, takedown and during the Show. All participants must act courteously and professionally toward other participants, including exhibitors, Show management and members of the public.
- 7) Each Exhibitor’s area is to be used for the sole purpose of showing and selling rare, signed and collectible books, ephemera, maps, prints, postcards and photographs and other similar items or items or services of interest to collectors such as book preservation and repair, in the sole judgment of Show management. Any disputes regarding this contract shall be resolved by mandatory mediation. Venue for all disputes shall be in Harris County, Texas.

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Sign this contract and return it along with your completed Exhibitor Fees form and complete payment. Final payments must be received by **April 1, 2019** for inclusion in the show, if space is still available. Contracts or fees received after that date will have a \$50 late fee assessed. A \$50 administration fee may be applied to cancellations before April 1, 2019; any refunds after April 1, 2019 will be given based on the Show management’s sole discretion.

*By signing below, Exhibitor understands and agrees to abide by the terms set forth above. This form must be signed by the owner, manager, or other person associated with Exhibitor with authority to enter into contracts and to enforce these policies.*

Signature:	Date:
Printed name:	

Company name: