

2022 Dallas/ Fort Worth Book and Map Show

Exhibitor Contract and Guidelines

The **DFW Book and Map Show**, which is sponsored by the Texas Booksellers Association (TxBA), will be held on August 27 & 28, 2022 at the Fort Worth Masonic Temple in Fort Worth, TX.

TERMS & CONDITIONS:

- 1) Set-up will be on Friday, August 26 (10-4). Please check in with the show manager and pick up show packets prior to unloading materials. *No set-up or takedown will be permitted while the show is in progress.*
- 2) Exhibitors agree to abide by the procedures established by the organizers, the rules of the Masonic Center, and all relevant laws, regulations, or codes.
- 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 you 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 which at the Dallas/ Fort Worth Book Show.
- 4) **Limitation of Liability & Indemnity. TxBA, the Show, the Masonic Temple 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 Masonic Temple and this 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 at 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 Tarrant County, Texas.

Sign this contract and return it along with your completed booth fees form and complete payment. Final payment must be received by **July 15, 2022**. Contracts or fees received after this date will be accepted only if space is available. A \$50 administration fee will be applied to cancellations on or after July 15, 2022, and refunds will be given based on the show manager’s discretion.

By signing below, Exhibitor understands and agrees to abide by the policies set forth by the Dallas/ Fort Worth Book and Map Show, TxBA, and its affiliates. This form must be signed by the owner, manager, or other person associated with this business that has the authority to enter into agreements for the company and to enforce these policies.

Signature:	Date:
Printed name:	
Firm name (please print):	