

## FOOD VENDOR RULES AND AGREEMENT

Exhibitor hereby rents the designated booth(s) for the 2019 Epically Geeky Expo (EGX, formerly CTC Geekfest) May 17-19, 2019, for the sole purpose of displaying, exhibiting, promoting and/or selling merchandise, products and/or services as stated on the agreement, for the operating hours of the event.

- **HOURS**

- EGX activities will begin at 6 pm Friday May 17 in the Mayborn Science Theater, and Vendor Hall will be open Saturday May 18, 2019 from 10 am-6 pm and Sunday, May 19, 2019 from 12-6 pm.
- Food Vendors will be located next to Vendor Hall and are allowed to keep booths open all 3 days of the event, but not required to do so. Vendors are encouraged to man their spaces at a minimum during Vendor Hall hours to gain maximum exposure.
- Booths may be set up Friday May 17 from 2-6 pm or Saturday May 18 from 8-10 am. Official tear-down is Sunday May 19 from 6-8 pm.
- Loading/unloading vehicles will only be permitted in the loading zone during the designated setup and teardown times (see map provided with check-in materials).

- **PRICING FOR FOOD VENDOR SPOTS:**

- Food Vendor spots are \$100 and will be sold on a first come, first served basis up until the first day of the event, or until sold out.
- Discounts: A 10% discount is available for returning vendors through January 31, 2019. A 10% discount is available for CTC students and employees (can NOT be combined with returning vendor discount). A \$10 discount is available for vendors who host at least two panels/programs or assist with a contest during the event (can be combined with returning vendor OR CTC Student/Employee discount). Vendors who run a minimum of 12 programs or committee members who also run a program/contest may be eligible for a complimentary booth. Email [jhetzel@ctcd.edu](mailto:jhetzel@ctcd.edu) for more info about how to obtain discounts.

- **PAYMENT**

- Payment must be made at the time of registration. Spots are not guaranteed without a completed registration form and payment.
- Food Vendors that wish to donate gift certificates to be used towards the Silent Auction to raise additional funds for scholarships may do so prior to or at the event. Donations are tax-deductible and a receipt will be provided upon request.
- Vendor cancellations must be in writing and received by EGX staff within 30 days of payment to receive a full refund. Refunds cannot be given after this time, but vendors can transfer their registration to another exhibitor.

- **WHAT'S INCLUDED WITH FOOD VENDOR REGISTRATION:**

- **All food vendors will be in an outdoor location without electricity, tables or tents.** You must bring your own generator or other power source, and any tables, chairs, tents or other supplies needed.
- Food vendors will be assigned a spot in the parking lot adjacent to building 156. You may drive your personal vehicle to the lot to load/unload during the designated setup and teardown times, but must park it in the designated vendor parking during the event.
- Food Vendor registration includes two 3-day wristbands for entry to EGX and two Vendor Parking Passes. Additional 3-day wristbands can be purchased at a reduced rate of \$15 each during registration or at check-in.
- Meals are not provided but boxed lunches can be purchased for \$10 each on the vendor

registration form. Food can also be purchased onsite from food vendors or offsite at nearby restaurants.

- **FOOD VENDOR GUIDELINES**

- EGX makes no guarantees of exclusivity for vendors. While staff will make every attempt not to place similar vendors near each other, EGX reserves the right, in order to maintain safety & integrity of the show, to make final booth placement of exhibitors.
- Exhibitors will not share booths with any other exhibitors and/or display promotional literature and/or products of another firm, company, individual or organization.
- Exhibitors are required to have a Texas State Tax Permit if products are being sold.
- Exhibitors will only be permitted to display, exhibit, promote and/or sell within their designated booth. EGX staff reserves the right to remove any items which were not approved in advance.
- Demonstrations are to be operated within your assigned booth and may not interfere with traffic. A limited number of out-of-booth demos and performances may be planned. Those must be scheduled in advance and details arranged with EGX organizers.
- Any advance questions or concerns about noise, booth location or other issues should be addressed with the EGX staff at least two weeks before the event. Complaints during the show should be directed to the event staff. Exhibitors producing excessive noise which interferes with adjacent booths may be asked to cease the activity or turn down the volume of any electronic device.
- Exhibitors will dress in appropriate attire (family-friendly) and conduct themselves in a courteous and professional manner at all times. Exhibitors must also follow the Simulated Weapons Policy (listed on [egx.ctcd.edu](http://egx.ctcd.edu)) during the event. No items that violate this policy may be sold or used as a prop or costume during the event.
- Exhibitor understands and agrees that EGX organizers make no guarantees regarding weather conditions or attendance at the event. If the event is impacted by reason of any act of God, fire, flood, public disaster or any other cause or reason either within or beyond the control of the organizers, such condition shall be deemed a valid excuse for delay or cancellation of the event.
- EGX organizers reserve the right to reschedule the event for another date and/or location chosen by the organizers.

**AGREEMENT:**

In consideration for participating in the Central Texas College District **Epically Geeky Expo 2019** [hereinafter "Activity"], to be held on May 17-19, 2019 through the Central Texas College Foundation. I [hereinafter "Vendor"], in full recognition and appreciation of the possible dangers and hazards associated with the Activity, including, but specifically not limited to, transportation associated with the Activity, which I have had a full opportunity to investigate and ask questions about, hereby agree to and do assume all of the risks and responsibilities arising out of my participation in the Activity and any other activities undertaken as an incidental thereto.

I hereby, for myself, my heirs, assigns, personal representatives, employees and associates, expressly waive, release, and discharge Central Texas College District and all of its officers, directors, employees and agents from and against any and all claims, demands, actions or causes of actions that may arise as a result of any acts causing property damage or personal injury or death as a result of my participation in the Activity. I also hereby expressly agree to hold harmless, and indemnify Central Texas College District and all of its officers, directors, employees and agents from and against any and all claims, demands, actions or causes of actions for property damage, personal injury or death that

may result due to my participation in the Activity or any activities, including those involving motor vehicles, incidental thereto.