

Exhibitor Guidelines/Terms & Conditions for South Texas Builders Show (STBS)

Effective Feb 1, 2026

- 1. Exhibit Focus:** Booths must feature products or services related to home building, design, energy efficiency, materials, appliances, or the homebuying industry. Disruptive activities are not permitted. STBS may adjust or remove non-compliant exhibits.
- 2. Booth Placement:** Exhibitors select their booth location at registration. STBS reserves the right to adjust booth assignments if necessary (including separating competitors) to maintain a balanced floorplan and overall show experience.
- 3. Payments:** A \$150 deposit secures your booth. Deposits are non-refundable after April 15, when full payment is due. Registrations after April 15 require full payment at the time of booking.
- 4. Booth Sharing:** Booth space may not be shared without written approval from STBS.
- 5. Floorplan Changes:** STBS reserves the right to modify the floor plan or booth size as needed.
- 6. Giveaways:** Door prizes are encouraged with prior approval. All drawings must take place before 4:00 p.m. Giveaway box must be returned to STBS.
- 7. Food & Beverages:** No food or beverage sales are permitted. No alcoholic beverages allowed on the premises. Exhibitor meals provided as announced.
- 8. Cancellations:** Written cancellation required. Full refund if cancelled before April 15, 2026. No refunds after April 15, 2026.
- 9. Missed Payments:** Failure to pay the balance when due results in loss of booth space and deposit.
- 10. Booth Setup & Teardown:**
 - Setup:** Friday, June 19, 2026 (11:00 a.m.–5:00 p.m.)
Booth must be fully installed 30 minutes before the Show opens and staffed at all times.
 - Teardown:** Saturday, June 20, 2026 (4:00–5:00 p.m.)
NOTE: Booths may not be dismantled before 4:00 p.m.
- 11. Use of Space:** All displays and materials must remain within your booth. Distribution of materials outside your booth is not permitted. Hazardous materials are prohibited.
- 12. Noise Control:** Sound levels must not exceed 85 decibels. Loudspeakers and amplified music are not permitted.
- 13. Decorations & Safety:** No tape, nails, screws, pins, or fasteners may be attached to facility surfaces. No helium balloons or open flames allowed. Exhibits may not block exits or fire equipment.
- 14. Marketing Activities:** Events or promotional activities outside your booth space are not permitted.
- 15. Responsibility & Indemnification:** Exhibitor is responsible for any injuries, damages, or claims arising from their booth and agrees to indemnify STBS and the McAllen Convention Center. Exhibitor is liable for damages to facility floors or walls during installation or dismantling.
- 16. Insurance:** Exhibitors must carry appropriate insurance for theft, fire, damage, or injury and provide proof upon request. STBS assumes no responsibility for loss or injury related to exhibits.
- 17. Electricity:** Electricity is provided only through the show's official event contractor.
 - \$80 if ordered with booth registration
 - \$150+ if ordered on move-in day (subject to availability)Service is for standard 110–120V booth use only (laptops, monitors, small displays, LED lighting).
High-demand equipment must be approved in advance and will incur additional charges. All usage must comply with venue rules and local electrical codes. Unauthorized connections are prohibited.
- 18. Security:** General venue security is provided. Exhibitors are responsible for safeguarding their own property.
- 19. Name Badges:** Exhibitor identification badges are recommended. Attendees will receive badges.
- 20. Registration:** Booths must be reserved through the official website. A QuickBooks invoice will be issued upon registration. See payment terms.
- 21. Sales Compliance:** Exhibitors are required to have a Texas Sales and Use Permit and are responsible for collecting and remitting Texas sales and use tax and franchise tax if applicable. Sellers from outside Texas must have a Texas Sales and Use Permit if they: sell taxable items or services; take orders for taxable items or services; or use the event to promote selling taxable items or services. Show promoter is not liable for false claims made by an exhibitor regarding the Texas Sales and Use Permit.
- 22. Official Contractors:** Exhibitors must use official service contractors unless prior approval is granted.
- 23. Rule Violations:** Violations may result in removal from the Show without refund and possible denial of future participation.
- 24. Changes to Terms:** STBS reserves the right to modify these terms and conditions as necessary.