



**Fair Date: February 26 – March 2, 2024**

Office: (956) 722-9948 Fax: (956) 791-9342

## **Exhibit Barn Vendor Application**

Thank you for your interest in becoming a Vendor for the  
61st Annual Laredo International Fair & Exposition.  
Please review these instructions carefully.

If you have any questions regarding the application, please call the Laredo International  
Fair & Exposition office at (956) 722-9948.

- This application is neither an offer nor a guarantee of space.
- Booth spaces are approximately
- 8 X 10 for \$250 .00
- 10 X 12 for \$375 .00.
- 20 X 20 Booths - A-H for \$750 .00
- 10 X 30 Outside vendors, booths # 67 - 73 or vendors with trailers are \$600. Vendors must provide their own tables, chairs, backdrops, electrical extensions, additional lighting, etc.
- Booths have electrical outlet accessibility options of either 110 volts with 20 amps included in the space rental.
- Note: Electricity will be provided between the hours of 8:00 a.m. until closing.
- Booths will be assigned on a first come first serve basis and upon request (given requested space available). **Full payment of booths must accompany the application to reserve the space.**
- All booth spaces will be paid in advance and are NON-REFUNDABLE – NO EXCEPTION.
- Each Commercial Exhibit booth receives 2 vendor passes
- Additional Lanyards can be purchased at the set weekly rate at the time of the Fair. These may be pre-ordered or can be purchased in the Laredo International Fair & Exposition office upon arrival.
- Set up/Removal Date: Sunday, February 25, 2024 from 12PM to 6:00PM. All Vendors must remove their items on Sunday, March 3rd from 10:00 a.m. – 4:00 P.M. **Times are subject to change.**
- Operating hours are from 9:00AM to 10PM Monday through Saturday of the Fair.
- **Booth Staffing Requirements:** It is the responsibility of the Vendor to ensure that their booth is staffed at all times during the fair hours of operation. The Laredo International Fair & Exposition has the right to revoke the contract and remove the booth from the property if hours are not complied with. These vendors will be banned from further events.

- Booths must be kept clean and in good condition at all times.
- No cars, trucks, recreation vehicles, or other motorized vehicles will be allowed on the FairGrounds after the setup date. Once your products are offloaded, your vehicle is to be moved to your regular parking area.
- **NO POLITICAL BOOTHS ALLOWED**
- **Advertising:** In order to retain consistency and “fairness at the fair” Vendors are not allowed to advertise or promote their products in any Fairground locations other than the ones designated within the agreement and all business dealings are to be conducted within the space designated within the agreement. The Laredo International Fair & Exposition and any other trademark or artwork used by the fair cannot be used on any products and/or marketing materials such as advertisements, promotions, other forms or materials without written consent from the Laredo International Fair & Exposition Marketing Department.
- **No shouting/loud or distracting music, voices or noise are allowed to attract visitors into your booth.**
- **Offensive Items:** The Laredo International Fair & Exposition management reserves the right to prohibit the sale, rental or display of any item that the Laredo International Fair & Exposition management reasonably deems objectionable from the standpoint of taste, quality or compatibility with the Laredo International Fair & Exposition mission. Some items that will not be considered for sale, give away or rental without prior written approval include but are not limited to: weapons of any kind, lasers, high powered water guns, rubber band guns, toy guns, marshmallow guns, products made from any endangered animals, unsafe, obscene, and pornographic or drug related items. **NO FIREWORKS, POPPERS, FAKE CIGARETTES OR OFFENSIVE MATERIALS MAY BE SOLD.**
- **MAKE CHECKS PAYABLE TO L.I.F.E.**
- **CREDIT CARDS ACCEPTED WITH 4% CONVENIENCE FEE.**
- **All booth spaces must be paid in FULL to reserve slot. (deadline)**
- **Overnight stays requiring hookups for travel trailer are an additional \$150.00 and need to be paid in advance. NO EXCEPTIONS & NO REFUNDS**
- Vendors are responsible for supplying Texas Sales Tax permits and submitting all applicable taxes directly to the proper agencies.
- Laredo International Fair & Exposition and its personnel will not assume any responsibility for any type of damage or theft of merchandise, vehicles, lodging, etc. while on grounds.
- **VENDOR AGREES TO HOLD HARMLESS AND INDEMNIFY THE LAREDO INTERNATIONAL FAIR & EXPOSITION ASSOCIATION FROM ANY AND ALL LIABILITY, EXPENSES, AND OR DAMAGES, INCLUDING COURT COST AND ATTORNEY FEES. RESULTING FROM VENDORS USE OF DEMISED PREMISES AND FOR ANY ACTION OF VENDORS WORKERS AND ANY OR ALL DAMAGES OR INJURIES TO ANY PERSON RESULTING WHETHER DIRECTLY OR INDIRECTLY FROM THE SALES OR ARTICLES BY VENDORS AND FROM ANY ACTIONS OR CAUSES OF ACTION RESULTING FROM THE PERFORMANCE OF THE CONTRACT.**

**Mail accompanying portion to:**

**L.I.F.E.**

Attn: Alberto Torres

P.O. Box 1770

Laredo, Texas 78044-1770

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Enclosed is my cashier's check or money order for \$ \_\_\_\_\_ for booth(s)  
\_\_\_\_\_ at the 2024 L.I.F.E. Vendor Exhibit Barn or  
outside trailer setup. My exhibit or concession will consist of:

\_\_\_\_\_  
\_\_\_\_\_

Contact Name: \_\_\_\_\_ Business Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Business (P): \_\_\_\_\_ Cell (P): \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

Printed Name: \_\_\_\_\_ Title: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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