

# Dallas Fabric Show [May 2022 Exhibitor Info / Agreement Form](#)

## SHOW WEBSITE [TheFabricShows.com](http://TheFabricShows.com)

Includes: Show details, link to hotel, buyer registration link, updates will include exhibitor list and links.

**SHOW LOCATION** 2800 Expo, 2nd fl, The Trade Mart, Dallas Market Center  
2100 N Stemmons Freeway, Dallas, TX 75207

**SET-UP HOURS & INSTRUCTIONS** **Tuesday, May 10** - 2PM to 5PM and **Wednesday, May 11** - 8AM to 10AM  
**You must enter the mart BEFORE 5PM.** Exhibitors will be able to remain in the exhibit hall till 6PM.

**SHIPPING INFO** The Trade Mart is serviced by GES. There is a charge for each package received, based on weight - each company is responsible for their own shipments and fees. Each exhibitor must track their own boxes, and make sure they are delivered on time. **GES charges a fee of \$53 per box (up to 50 lbs).** This is an in and out fee - if you shipped in you will pack and label - GES will pick up the box/boxes from your exhibit space after the show closes. An info sheet with detailed shipping instructions will be provided.

**SHOW HOURS** **Wednesday** - from 10:00AM to 5:00PM - **Thursday** - from 10:00AM to 4:00PM

**MOVE OUT HOURS** **Thursday** - from 4:15PM to 6:00PM.

Exhibitors will NOT be permitted to remove their display before 4:00PM. Buyers will be on the Exhibit Hall Floor. Detailed shipping and pick up instructions will be provided. Please do NOT sign unless you agree to remain open till 4:00PM. Management will store boxes and suitcases, they will be delivered to your exhibit space promptly up on show closing.

**SPACE FURNISHINGS & SIGNS** Exhibit furnishings provided by the show are limited to 6ft tables (6' x 30" or 6' x 18"), and chairs. Each 10 x 10 space will include 1 Table (2 upon request) and 4 chairs. The mart does not provide table cloths. Show management has a limited number of table cloths and must be ordered in advance. We encourage you to use your own table coverings. All exhibit materials must be confined within your own space. Our show has no walls or partitions between exhibitors. Only free standing (Pop Up) signs are permitted. With prior permission you may bring your own rack/s and display materials to be fit within your space, chairs may not protrude into the aisles - so that we meet fire department regulations for proper aisle width. Please keep your space neat & respect your neighbor's space. Racks are available for rental at \$55 per rack.

**Rack Rental** indicate # of Racks \_\_\_\_\_ (@\$55 per rack) **Table Cloths** Requested (please circle) Yes No

**LIGHTING & ELECTRICITY:** There is standard exhibit hall overhead lighting only. Exhibit spaces do not include any additional lighting or electricity.

**TERMS & CONDITIONS:** Exhibitor agrees to make no claims against the Dallas Fabric Show / Huber Power Corp, its employees and /or agents, or the venue, agents or employees; for loss, theft, damage or destruction of goods; or for any injury to them or their employees, and/or agents while on the show site. Exhibit shall remain in place until the show closes. Exhibitor agrees to keep its property within the confines of its space. The Show management reserves the right to make changes in floor plan and exhibit spaces assigned at its sole discretion. Exhibit fees are non-refundable, full payment is due 2 weeks prior to the show. The Exhibitor herein acknowledges receipt and agreement to all of the Terms and Conditions.

Please fill in company name, date, and sign. Please **EMAIL** to [info@TheFabricShows.com](mailto:info@TheFabricShows.com)

**Company:**

**Agreed to by:**

**Date:**