

**RODEO AUSTIN  
COMMERCIAL EXHIBITOR, FOOD VENDOR AND ATTRACTION  
RULES & REGULATIONS  
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**RODEO AUSTIN**  
**March 14 – 28, 2015**  
**GENERAL INFORMATION**

**RODEO AUSTIN SCHEDULE**

Fairgrounds Opens to the Public .....	Saturday, March 14, 10:00 AM
Livestock and Horse Show .....	Saturday, March 14 – Saturday, March 28
Carnival .....	Saturday, March 14 – Saturday, March 28
Shopping, Food and Educational Exhibits .....	Saturday, March 14 – Saturday, March 28
100X Club .....	Saturday, March 14 – Saturday, March 28
Rodeo and Concert .....	Saturday, March 14 – Saturday, March 28
Rodeo Rumble 1K Kids Run .....	Saturday, March 14
BBQ Cook-Off .....	Friday, March 20 – Saturday, March 21
School Tours .....	Monday, March 23 – Friday, March 27
Bullet Proof Blowout .....	Friday, March 27 – Saturday, March 28

**COMMERCIAL EXHIBIT, FOOD VENDOR AND ATTRACTION TIMELINE**

Applications Due to Rodeo Austin Office .....	Wednesday, October 1
Liability Insurance Certificate Due to Rodeo Austin Office .....	Monday, December 15
Deadline for Name Change Request .....	Monday, December 15
Health Permit Information Due to Rodeo Austin Office .....	Monday, December 15
Food Vendor Move In Begins .....	Wednesday, March 11, 12:00 Noon
Commercial Exhibitor Move-In Begins .....	Thursday, March 12, 10:00 AM
Electricity Turned On .....	Friday, March 13, 12:00 Noon
1 <sup>st</sup> Golf Cart Safety Training Course .....	Wednesday, March 11, 6:00 PM
2 <sup>nd</sup> Golf Cart Safety Training Course .....	Thursday, March 12, 6:00 PM
Mandatory Commercial Exhibitor/Food Vendor Meeting .....	Friday, March 13, 5:00 PM
Booth Set Up Completed .....	Friday, March 13, 8:00 PM
Health Department Inspections for Food Vendors .....	Saturday, March 14, 8:00 AM
Final Tokens Submitted to the North Collection Center .....	Saturday, March 28, 10 PM – 12 AM
Booth Teardown Begins .....	Saturday, March 28, 12 AM
Booth Teardown Completed .....	Sunday, March 29, 1:00 PM
Commercial Exhibitor/Food Vendor Satisfaction Survey due .....	Saturday, March 28, 5:00 PM

**EXHIBITS DEPARTMENT CONTACT INFORMATION**

Rodeo Austin  
9100 Decker Lake Road  
Austin, TX 78724  
Tel 512.919.3000  
Fax 512.919.3005  
**[Info@RodeoAustin.com](mailto:Info@RodeoAustin.com)**

# FAIRGROUNDS LAYOUT

*Layout and Attractions are subject to change*



<b>Wild West Show (Tent)</b> Bleacher Seating Performance Arena Bleacher Seating
Entrance 601 602 603 604 605 606 607 608 609 610 611 612 613 614 615 616 617 618 619 620
621 622 623 624 625 626 627 628 629 630 631 632 633 634 635 636 637 638 639 640

<b>Betsy's General Store</b> 10 x 10 Spaces Storage/Janitorial 202 203 204 205 206 207 208 209
210 211 212 213 214 215 216 217 218 219 220 221 222 223 224 225 226 227 228 229 230 231 232 233 234 235 236 237 238 239 240 241 242 243 244 245 246 247 248 249 250 251 252 253 254 255 256 257 258 259 260 261 262 263 264 265 266 267 268 269 270 271 272 273 274 275 276 277 278 279 280 281 282 283 284 285 286 287 288 289 290 291 292 293 294 295 296 297 298 299 300 301 302 303 304 305 306 307 308 309 310 311 312 313 314 315 316 317 318 319 320 321 322 323 324 325 326 327 328 329 330 331 332 333 334 335 336 337 338 339 340 341 342 343 344 345 346 347 348 349 350 351 352 353 354 355 356 357 358 359 360 361 362 363 364 365 366 367 368 369 370 371 372 373 374 375 376 377 378 379 380 381 382 383 384 385 386 387 388 389 390 391 392 393 394 395 396 397 398 399 400

**RODEO AUSTIN  
FAIRGROUNDS SPACE DIMENSIONS AND PRICING GUIDE**

Rodeo Drive		
Rodeo Mezzanine		
101	10' x 10'	\$1,800
102	10' x 10'	\$1,600
103	10' x 10'	\$1,600
104	10' x 10'	\$1,800
105	10' x 10'	\$1,600
106	10' x 10'	\$1,800
107	10' x 10'	\$1,800
108	10' x 10'	\$1,600
109	10' x 10'	\$1,800
110	10' x 10'	\$1,800
111	10' x 10'	\$1,600
112	10' x 10'	\$1,800
113	10' x 10'	\$1,800
114	10' x 10'	\$1,600
115	10' x 10'	\$1,800
116	10' x 10'	\$1,800
117	10' x 10'	\$1,600
118	10' x 10'	\$1,800
119	10' x 10'	\$1,800
120	10' x 10'	\$1,600
121	10' x 10'	\$1,800
122	10' x 10'	\$1,800
123	10' x 10'	\$1,600
124	10' x 10'	\$1,600
125	10' x 10'	\$1,600
126	10' x 5'	\$850
127	10' x 5'	\$850
128	10' x 5'	\$850
129	10' x 5'	\$850
130	10' x 5'	\$850

Betsy's General Store		
Exhibit Hall		
201	10' x 10'	\$900
202	10' x 10'	\$1,100
203	10' x 10'	\$1,100
204	10' x 10'	\$900
205	10' x 10'	\$900
206	10' x 10'	\$900
207	10' x 10'	\$1,100
208	10' x 10'	\$1,100
209	10' x 10'	\$1,100
210	10' x 10'	\$1,100
211	10' x 10'	\$900
212	10' x 10'	\$900
213	10' x 10'	\$1,100
214	10' x 10'	\$900
215	10' x 10'	\$900
216	10' x 10'	\$1,100
217	10' x 10'	\$1,100
218	10' x 10'	\$900
219	10' x 10'	\$900
220	10' x 10'	\$900
221	10' x 10'	\$900
222	10' x 10'	\$1,100
223	10' x 10'	\$900
224	10' x 10'	\$900
225	10' x 10'	\$1,100
226	10' x 10'	\$900
227	10' x 10'	\$900
228	10' x 10'	\$900
229	10' x 10'	\$900
230	10' x 10'	\$900
231	10' x 10'	\$900
232	10' x 10'	\$1,100

233	10' x 10'	\$900
234	10' x 10'	\$900
235	10' x 10'	\$900
236	10' x 10'	\$900
237	10' x 10'	\$900
238	10' x 10'	\$900
239	10' x 10'	\$900
240	10' x 10'	\$900
241	10' x 10'	\$1,100
242	10' x 10'	\$1,100
243	10' x 10'	\$900
244	10' x 10'	\$900
245	10' x 10'	\$900
246	10' x 10'	\$900
247	10' x 10'	\$900
248	10' x 10'	\$900
249	10' x 10'	\$900
250	10' x 10'	\$900
251	10' x 10'	\$1,100
252	10' x 10'	\$1,100
253	10' x 10'	\$900
254	10' x 10'	\$900
255	10' x 10'	\$900
256	10' x 10'	\$900
257	10' x 10'	\$900
258	10' x 10'	\$900
259	10' x 10'	\$900
260	10' x 10'	\$900
261	10' x 10'	\$1,100
262	10' x 10'	\$1,100
263	10' x 10'	\$900
264	10' x 10'	\$900
265	10' x 10'	\$900
266	10' x 10'	\$900
267	10' x 10'	\$900
268	10' x 10'	\$900
269	10' x 10'	\$900
270	10' x 10'	\$900
271	10' x 10'	\$1,100

Wild West Show		
601	10' x 10'	\$750
602	10' x 10'	\$750
603	10' x 10'	\$750
604	10' x 10'	\$750
605	10' x 10'	\$750
606	10' x 10'	\$750
607	10' x 10'	\$750
608	10' x 10'	\$750
609	10' x 10'	\$850
610	10' x 10'	\$750
611	10' x 10'	\$750
612	10' x 10'	\$750
613	10' x 10'	\$750
614	10' x 10'	\$750
615	10' x 10'	\$850
616	10' x 10'	\$750
617	10' x 10'	\$750
618	10' x 10'	\$750
619	10' x 10'	\$750
620	10' x 10'	\$750
621	10' x 10'	\$850
622	10' x 10'	\$750
623	10' x 10'	\$750
624	10' x 10'	\$750
625	10' x 10'	\$750
626	10' x 10'	\$750
627	10' x 10'	\$850

628	10' x 10'	\$750
629	10' x 10'	\$750
630	10' x 10'	\$750
631	10' x 10'	\$750
632	10' x 10'	\$750
633	10' x 10'	\$750
634	10' x 10'	\$750
635	10' x 10'	\$750
636	10' x 10'	\$750
637	10' x 10'	\$750
638	10' x 10'	\$750
639	10' x 10'	\$750
640	10' x 10'	\$750

Crazy Canyon		
301	20' x 20'	\$1,000
302	20' x 20'	\$1,000
303	20' x 20'	\$1,500
304	20' x 20'	\$1,000
305	20' x 20'	\$1,000
306	20' x 20'	\$1,500
307	20' x 20'	\$1,000
308	20' x 10'	\$750
309	20' x 20'	\$2,000
310	20' x 20'	\$2,000
311	20' x 20'	\$2,000
312	20' x 20'	\$2,000

Attraction Zones		
406	50' x 40'	\$2,500
407	50' x 40'	\$2,500
408	50' x 40'	\$2,500
409	50' x 40'	\$2,500
410	170' x 30'	\$7,500
411	60' x 85' 75'	\$2,500

Mobile Marketing Units		
801	30' x 100'	Negotiable
802	40' x 50'	Negotiable
803	40' x 60'	Negotiable

Rockin' A Ranch		
501	20' x 20'	\$1,000
502	20' x 20'	\$1,000
503	20' x 20'	\$1,000

Town Square		
401	20' x 20'	\$2,500
402	20' x 20'	\$2,500
403	20' x 20'	\$2,500
404	20' x 20'	\$2,500
405	65' x 40'	\$3,000
412	30' x 60'	\$2,500
413	30' x 40'	\$2,500
414	20' x 20'	\$2,500
415	20' x 20'	\$2,500
416	20' x 20'	\$2,500
420	50' x 40'	\$1,000
421	40' x 40'	\$1,000
422	40' x 30'	\$1,000
423	40' x 40'	\$1,000
424	40' x 40'	\$1,000
425	60' x 60' x 30'	\$1,200
426	40' x 40'	\$1,200
427	30' x 60'	\$2,000

Chow Town		
701	40' x 20'	\$10,000
702	40' x 20'	\$8,000
703	30' x 20'	\$2,500
704	30' x 20'	\$2,500
705	30' x 20'	\$3,500
706	25' x 20'	\$3,500
707	25' x 20'	\$3,500
708	25' x 20'	\$5,000
709	25' x 20'	\$5,000
710	25' x 20'	\$6,000
711	25' x 20'	\$6,000
712	25' x 20'	\$6,000
713	25' x 20'	\$6,000
714	25' x 20'	\$6,000
715	30' x 20'	\$6,000
716	25' x 20'	\$3,500
717	25' x 20'	\$3,500
718	25' x 20'	\$2,500
719	25' x 20'	\$2,500

Town Square- Food		
417	20' x 20'	\$1,500
418	20' x 20'	\$1,500
419	20' x 20'	\$1,500

Rockin' A Ranch- Food		
504	60' x 30'	\$3,000
505	30' x 30'	\$1,500
506	30' x 20'	\$1,500

**For Mobile  
Marketing  
Opportunities,  
please contact the  
Exhibits  
Department  
at (512) 919-3000**

**RODEO AUSTIN  
COMMERCIAL EXHIBIT, FOOD VENDOR AND ATTRACTION  
GENERAL RULES**

Rodeo Austin has established rules for Commercial Exhibitors, Food Vendors and Attractions, hereinafter “Vendor(s)”, not to prohibit sales, but to allow for a safe and attractive environment for the fairgoer’s experience. The rules and regulations provided are intended to ensure a level playing field for all Vendors while providing quality assurance and safety for the public. To achieve success, everyone must understand and follow these rules and regulations.

- 1. Interpretation and Violation of Rules:** Rodeo Austin Management reserves the final and absolute right to interpret these rules and settle and determine all matters, questions and differences in regard thereto or otherwise arising out of or connected with, or incident to, and to amend or add to these rules as its judgment may determine. Any Vendor who violates any of the rules will forfeit all privileges and be subject to such penalty as the Executive Committee may order.

The Executive Committee shall have the further right to delegate any or all of the rights, authorities and responsibilities which it has under these rules to such show officials as it deems appropriate.

- 2. Application:** Commercial Exhibitor, Food Vendor, Mobile Marketing Unit and Attraction applications are available for download at RodeoAustin.com. The application deadline is October 1, year prior to show. Applications must be submitted to Rodeo Austin – Exhibits Department, 9100 Decker Lake Rd., Austin, Texas, 78724 or via email to **Info@RodeoAustin.com**. **Commercial Exhibitors, Food Vendors, Mobile Marketing Units and Attractions MUST submit a completed and signed application with a current color photo of the exhibit to be considered.**

**Approved applications received by October 1, year prior to show will receive preferential placing of available booth space. Remaining booths will be assigned on an as available basis.**

- 3. Background Checks and Drug Testing:** Vendor operators shall at all times employ only personnel on the Rodeo Austin grounds who conduct themselves at all times in a manner conducive to maintaining a wholesome family atmosphere. Vendor operators shall not employ on the Rodeo Austin grounds any person who has been convicted or received deferred adjudication as a sex offender or of any crime related to abuse, assault, or violence against any person except that Vendor operators may, on behalf of an applicant or employee, seek an exemption from Rodeo Austin based on the length of time since conviction or other extenuating factors (as outlined below) demonstrating that the individual would not present a risk to Rodeo Austin employees and patrons. Prior to Vendor operator personnel arriving on the Rodeo Austin grounds, the Vendor operator will have conducted background checks and other measures to ensure compliance with this section. Rodeo Austin reserves the right to audit Vendor operator compliance with this provision. If so requested, Vendor operator shall secure necessary authorizations for Rodeo Austin representatives to review the results of specific criminal background checks conducted by Vendor operator (or their agents) or any other relevant information to ensure compliance.

A Vendor operator may appeal, on behalf of an applicant or employee, the disqualification of an individual under these rules and regulations. Such appeal to disqualification must be made in writing to Rodeo Austin and describe the circumstances for which the appeal is made. An appeal request by a Vendor operator must be accompanied by all necessary consents, waivers, and/or authorizations required by law prior to submission and consideration of appeal. The Vendor operator is solely responsible for acquiring/providing such consents, waivers, and/or authorizations. A properly submitted appeal shall be considered by Rodeo Austin Officers who, upon review, shall make a determination on the particular conviction considering: (1) the nature and gravity of the offense; (2) the time that has passed since the conviction and/or completion of the sentence; (3) other criminal history of the individual; and (4) the nature of the job/position held or sought. The determination of Rodeo Austin Officers shall be final. The Vendor remains solely responsible for properly notifying a prospective employee of the decision in compliance with the Fair Credit Reporting Act.

Random drug testing may be required for all Vendor personnel and applicants. A person under the influence of a drug on the job poses a serious safety and health risk to the customer and to those who come in contact with the user. The use, sale, purchase, transfer or possession of an illegal drug or unauthorized or improper use of a legal drug, on the fairgrounds poses an unacceptable risk to safe, healthy and efficient operations.

If any Vendor operator, including their associated personnel and employees, refuses to provide evidence of having conducted a background check, or refuses to consent to random drug testing or if any background check or drug testing results do not comply with Rodeo Austin policies and standards, then Rodeo Austin management has the right to require the removal of the Vendor operator (and/or their associated personnel, or employees) from the Rodeo Austin grounds and/or revoke the contract and any payments made to Rodeo Austin shall be forfeited.

4. **Issuance of Rodeo Austin Personnel Identification Badge:** All Vendor personnel may be required to have an Official Rodeo Austin ID to work on the Rodeo Austin grounds and the Official Rodeo Austin ID may be required to be worn by Vendor operator personnel at all times while on the Rodeo Austin grounds. All Vendor operator personnel may be required to provide positive identification before receiving their Official Rodeo Austin ID. In order to obtain the Official Rodeo Austin ID, all Vendor operator personnel may be required to sign a release of liability and swear and acknowledge that 1) they have not been convicted or received deferred adjudication as a sex offender or of any crime related to abuse, assault or violence against any person or 2) they have disclosed such conviction or adjudication to their employer (the Vendor operator) so that the employer can determine whether to seek an exemption to allow the personnel to work on the Rodeo Austin Grounds. Rodeo Austin shall have the right, at the Rodeo Austin's sole discretion, to prohibit, remove or bar any tenant/exhibitor personnel from the Rodeo Austin grounds.

Rodeo Austin and the Chief of Fairground Safety and Compliance reserve the right to revoke Rodeo Austin Personnel Identification Badge from any Vendor operator personnel for any reason. All Vendor personnel must be wearing the Official Rodeo Austin Personnel Identification Badge in a visible location at all times. Refusal to display or wear the badge is grounds for removal.

5. **Photo of Booth Requirement:** Each Vendor must provide an exact photo of the booth they intend to bring to the event. Photo must be included in application. Rodeo Austin reserves the right to remove the booth from the premises and revoke the contract if booth does not match photo. Any payments made to Rodeo Austin shall be forfeited.
6. **Acceptable Items for Sale or Display:** All items to be sold or displayed must be listed on the application when submitted to Rodeo Austin Office. Rodeo Austin Management will review the list and return a copy of the form to Vendors with a list of approved items for sale or display if the application is accepted. Once a contract is issued, Vendor may not display or sell any additional items without approval from the Exhibits Coordinator. Please be specific on the application. General words such as "handcrafts, t-shirts, sweatshirts, clothing, toys, hats, novelties, gift items, accessories, jewelry, imports," etc. are not acceptable. Additional sheets may be used to describe items if there is not enough room on the Application. Rodeo Austin Management will periodically monitor Vendor booths to ensure that only approved items are being sold or displayed. Failure to comply with this rule will result in immediate eviction from the grounds and forfeiture of all fees paid.

**Offensive Items:** Rodeo Austin Management reserves the right to prohibit the sale, rental or display of any item that Rodeo Austin Management reasonably deems objectionable from the standpoint of taste, quality or compatibility with Rodeo Austin mission. Some items that will not be considered for sale, give away or rental include but are not limited to: weapons of any kind, lasers, high powered water guns, rubber band guns, toy guns, products made from any endangered animals, unsafe, obscene, pornographic or drug related items.

7. **Electricity:** It shall be the Vendor's responsibility to have a certified electrician inspect and approve their exhibit before arriving on grounds, deeming it to be in full compliance with local, state, and federal codes and safety standards. Personal generators are prohibited for all vendors. Vendors are required to have a Rodeo Austin contracted electrician perform all electrical service, connections and disconnections while they are on Rodeo Austin property. Under no circumstance should any person other than Rodeo Austin approved representatives be authorized to access utilities of any kind. Electricity is available at the discretion of Rodeo

Austin Management. Microwaves and coffeepots will not be allowed for any Commercial Exhibitors and electric heaters are not permitted for any Vendors.

**Electrical Reservation:** Wall outlets and post outlets are not part of the booth space. All power requirements must be ordered through the application process. Vendors' electrical needs will be determined from the information provided on the application. **Electricity will be turned on at 12:00 (noon) on Friday, March 13.** If upon arrival, Vendors' needs have changed or increased, an additional electrical fee will be charged. Electrical costs are as follows:

<u>Amp Circuits</u>	<u>Cost</u>
20	\$60
30	\$80
60	\$100
80	\$120
100	\$140
125	\$200

**\*Please note that 2000 watts (120 volts) is the maximum usage available in one 20 – 30 amp circuit.** Each vendor can use about 500 watts (about 4amps) at a time on the circuit. Vendors with booths requiring more power must purchase more than one allotment of energy. Vendors with more than one booth must purchase electricity for each individual booth.

The cost list above includes bringing circuits to the rear of the exhibit booth. Should Vendors have additional electrical requirements, Rodeo Austin will provide specific quotes as needed. Changes or additions to electrical request after **January 15, year of show** may not be granted and may incur additional charges. Additional large electrical requests should be scheduled in advanced and may not be guaranteed. Commercial Exhibitors in the Exhibit Hall are strongly encouraged to use fluorescent lighting for their booth.

All Food Vendors need to clarify on the Application the type of electricity needed and the length of cable cord they will provide. Rodeo Austin requires that all Food Vendors have at least a 100 foot SEOW or SO cable for their hardwire connection.

- 8. Contract Execution:** After October 1, year prior to show, Rodeo Austin will begin acceptance/denial of all Applications. If a Vendor application is accepted, Rodeo Austin will send the Vendor a formal contract for signature. The Vendor will have 14 days to sign and return the contract. The signed contract and 50% of the total booth fee due must be received by Rodeo Austin within 14 days of receipt of contract by the Vendor. The remaining balance is due to the Rodeo Austin office no later than December 15, year prior to show. Applications accepted after January 15, year of show must be paid in full upon receipt of signed contract. Failure to respond by appropriate deadlines will result in cancellation of booth and forfeiture of any deposit. No exceptions.
- 9. Insurance:** On an occurrence basis for Rodeo Austin and/or the Events including set up and teardown, and throughout the Term, Vendor will provide, at its own expense, the following types and amounts of insurance. The insurance required shall include a "Separation of Insureds" clause, and the insurer will agree to waive all rights of subrogation against Rodeo Austin, its officers, directors, employees, representatives, agents, volunteers and assigns for claims or losses arising from its actions, performance or obligations under this Agreement. Vendor's insurance will contain an endorsement adding Rodeo Austin, City of Austin, Travis County and their affiliates, subsidiaries, officers, directors, employees and agents as Additional Insureds in all policies except workers' compensation.

The insurance coverage required shall be as follows:

- i) **Commercial General Liability Insurance:** Coverage to be on an occurrence basis with limits of not less than \$1,000,000 each occurrence/\$2,000,000 aggregate for Bodily Injury, Personal Injury and Property Damage including: Contractual Liability insuring the obligations assumed by Vendor in this Agreement, Products/Completed Operations, Independent Contractors, Broad Form Property Damage



- including Completed Operations and Host Liquor Liability.
- ii) Automobile Liability insurance covering all owned, hired, rented and non-owned vehicles used in performance of this Agreement, with combined single limits of not less than \$1,000,000 Bodily Injury and/or Property Damage.

Vendor shall provide Rodeo Austin with evidence of coverage immediately upon execution of this Agreement. All such required insurance shall be in a form reasonably acceptable to Rodeo Austin and shall require the insurer to provide at least thirty (30) days prior written notice of any major reduction, change, or cancellation in coverage. Failure to provide such certificate within a reasonable time or to maintain the insurance coverage specified herein will be deemed a material breach of this Agreement. In the event of any lapse in insurance coverage required hereby, Rodeo Austin will have the right (but not the obligation, and not as an election of remedies) to obtain replacement insurance and Sponsor will be responsible for remitting payment for such insurance.

**Required Limits Coverage for Commercial General Liability Insurance**

Star of Texas Fair & Rodeo/Rodeo Austin requires each exhibitor to carry the following minimum limits of coverage:

**The following is a summary of the specifications listed above:**

Each Occurrence:	\$1,000,000.00
Damage to rented premises (each occurrence):	\$100,000.00
Personal and advertising injury:	\$1,000,000.00
General policy aggregate:	\$2,000,000.00
Products-completed operations aggregate:	\$2,000,000.00
Automobile liability:	\$1,000,000.00

**Certificate Holder:**

The Certificate Holder on the insurance certificate provided to the Show by the exhibitor shall be listed as:

**Star of Texas Fair & Rodeo**  
9100 Decker Lake Rd.  
Austin, TX 78724

**Additional Insureds:**

The following shall be listed on exhibitor's insurance policy as additional insureds:

1. Star of Texas Fair & Rodeo
2. The City of Austin
3. Travis County

Rodeo Austin must receive an Additional Insured Endorsement naming the above or a Blanket Additional Insured Endorsement. Additional insureds listed in notes section of policy certificate are insufficient.

Commercial Exhibitors and Food Vendors may have the option to purchase commercial general liability insurance through insurance agents who have made their services available to vendors of Star of Texas Fair & Rodeo/Rodeo Austin. The cost of such coverage is \$100.00 for the first booth and \$90.00 for each additional booth. Contact the Exhibits Coordinator to obtain the insurance through insurance agents that have such arrangements with Star of Texas Fair & Rodeo/Rodeo Austin.

The following cannot be covered under this policy: Medical Tests, Medical Exams, Blood Tests, Body Piercing, Permanent Tattoos, Liquor Stands, Mechanical Rides, Strollers or Wheelchair Rentals, Animal Rides, Animal Acts, Petting Zoos, National Companies/Chain Stores, Motorsport Activities, Haunted House Attractions, Fireworks and Weapons.

Additional exclusions/limitations may apply based on underwriter's approval.

- 10. Booth Staffing Requirements:** It is the responsibility of the Vendor to ensure that the booth is staffed at all times during the shows hours of operation, please see rule number 27. **Booths that do not comply with rule number 27 will be fined \$500.00 for the first occurrence.** Upon a second occurrence that the booth continues to not be staffed properly, Rodeo Austin has the right to revoke the contract and remove the booth from the property. These vendors will not be invited back to future shows.
- 11. Refunds of Booth Fees:** There will be **NO REFUNDS of booth fees**, for any reason. No exceptions.
- 12. Customer Refunds:** Rodeo Austin requests that all Vendors have a reasonable customer return/refund/exchange policy for customers during the show. If refunds are not offered by exhibitors, signage must be clearly displayed in the exhibit booth/space stating that refunds are not offered.
- 13. Returned Checks:** If a check is returned for any reason, the Exhibitor's check writing privileges will be revoked and a fee of \$30.00 will be charged in addition to the original payment. Any future payments to Rodeo Austin must be done by money order, cashier's check or credit card. Any violation of this policy may result in removal of the conflicting booth from the grounds. Any payments made to Rodeo Austin will not be reimbursed.
- 14. Alcohol:** Unless Vendor has a current license authorizing the sale of alcohol and has been approved in writing by Rodeo Austin to conduct limited sales, Vendors cannot sell alcoholic beverages at any time. **Vendors are not allowed to consume alcoholic beverages or be under the influence of alcohol while working on Rodeo Austin property.**
- 15. Advertising:** In order to retain consistency and "fairness at the fair," Vendors are not allowed to advertise or promote their products in any fairgrounds locations other than the ones designated within the agreement and all business dealings are to be conducted within the space designated within the agreement. Rodeo Austin 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 Rodeo Austin Marketing Department.  
  
**Use of Name or Official Logo:** Vendors may not use the official event name, Rodeo Austin, its branded name, Star of Texas Fair & Rodeo, or its logo without prior written consent from Rodeo Austin Management. This includes the use of the names or logo for any marketing materials, media, or promotions.  
  
**Marketing:** In order to promote each Commercial Exhibitor's, Food Vendor's, or Attraction's success, it is requested that a high resolution, digital photo is submitted of the set up/booth, logo and website address. Rodeo Austin has the right to publish the information on the Rodeo Austin website and any other promotional pieces or publications. If the Exhibitor's application is accepted, these materials will be requested when the signed contract with deposit is returned.
- 16. Third Party Relationships:** Vendors may not endorse, display, promote or sell any third party relationships. Any violation of this will result in immediate removal of the conflicting booth from the grounds and Rodeo Austin will revoke the contract and any payments made to Rodeo Austin shall be forfeited.
- 17. Pets:** No pets allowed.
- 18. Prohibited Items:** Prohibited items include weapons of any sort, illegal substances, bicycles, motorized bicycles, segways, skateboards, roller skates/blades and pets. No video cameras or recording devices of any kind are allowed in the Rodeo Arena.
- 19. Security:** There will be 24-hour grounds security throughout the event. According to the terms of the contract Rodeo Austin assumes no responsibility for any items during show hours, any items left before or after show hours, or claims suffered by any loss or theft. Each Vendor is responsible for their merchandise.
- 20. Going Green:** Rodeo Austin's recycling program is one of the largest in the Austin area and the organization is committed to Green Initiatives. Vendors should describe any steps or programs undertaken by the company to showcase support of Green Initiatives.

**OPERATIONAL RULES**

**21. Check In:** The following are guidelines put in place to make the arrival and setup of booth space accommodating:

- Proceed to the Exhibits Headquarters accessible through LOT A, Commercial Exhibits Parking – **All Commercial Exhibitors/Food Vendors/Attractions must check in at the Exhibits Headquarters prior to beginning move-in or unloading exhibits/trailers.**
  - Insurance clearance
  - Purchase additional parking passes
  - Sign Release of Liability Statement
  - Purchase golf cart registration
  - Pay any remaining balances
  - Show Packet will be provided (Each Vendor will not receive the Show Packet or be able to set up the contracted space without meeting the requirements listed above).
- Exhibits Staff will escort Exhibitors to the purchased location
  - Rodeo Austin Electrician will provide requested electrical needs during setup; Electricity will be turned on at 12:00 Noon on Friday, March 13.
- There will be a mandatory Vendor meeting at 5:00 PM in the Founder’s Club on Friday, March 13.

***The Health Department will begin the pre-opening inspection on Saturday, March 14, at 8:00 AM.***

**Food Vendor/Attraction Move In Dates:** Food Vendors and Attractions may begin booth set-up Wednesday, March 11, at 12:00 Noon. Do not arrive on the Fairgrounds prior to 12:00 Noon, Wednesday, March 11. Violation of this privilege will result in immediate cancellation of contract and forfeiture of fees paid. Food Vendors and attractions must be completely set-up and have their booth approved no later than 8:00 PM, Friday, March 13.

**Food Vendor set up times:**

Wednesday, March 11	12:00 PM – 5:00 PM
Thursday, March 12	10:00 AM – 5:00 PM
Friday, March 13	10:00 AM – 8:00 PM

**Commercial Exhibitor Move-In Dates:** Commercial Exhibitors may begin booth set-up Thursday, March 12 at 10:00 AM. Please do not arrive on the fairgrounds prior to 10:00 AM, Thursday, March 12. Violation of this privilege will result in immediate cancellation of contract and forfeiture of fees paid. Commercial Exhibitors must be completely set-up and have their booth approved no later than 8:00 PM, Friday, March 13.

**All Vendors MUST be completely set-up and approved by 8:00 PM, Friday, March 13.**  
**There will be no additional set-up Saturday.**

**22. Release of Liability and Indemnity Agreement:** All Vendors and their staff will be required to sign a “Release of Liability and Indemnity Agreement.” This must be done at time of check-in with the Exhibits Coordinator. If additional staff arrives on the grounds after Saturday, March 14, it is the Commercial Exhibitor’s, Food Vendor’s, or Attraction’s responsibility to make sure that the staff person comes to the Exhibit Headquarters to sign the “Release of Liability and Indemnity Agreement.” If upon daily inspections a release is not found for a working employee, Vendor is subject to a fine of \$100.00 per occurrence per person, and the employee must then sign the Release of Liability Agreement at that time. If, on second inspection, the Vendor is not in compliance with the Release of Liability, the Vendor will be escorted from the fairgrounds and forfeit any fees paid.

**23. State Sales Tax ID Number:** Vendors are responsible for displaying their Texas Sales Tax Permit and collecting sales tax on items sold. Permits may be obtained by calling:

Comptroller of Public Accounts

- 24. Golf Carts, Scooters and other Motorized Vehicles:** Prior to bringing a motorized vehicle/cart onto Rodeo Austin grounds, a registration application must be completed in the Exhibits Headquarters. If the application is approved, the cost to bring the cart on Rodeo Austin property is \$100.00. The registration must be affixed to the front of the cart prior to use so that it is easily visible.

Each driver of the motorized vehicle/cart must attend one of the two mandatory Training and Certification Courses held in the Founder’s Club to obtain a license. The Training and Certification Course will cover the Rules and Regulations pertaining to motorized vehicle safety on Rodeo Austin grounds and is free of charge for all that attend. The Training and Certification Course must be completed by all individuals operating motorized vehicles. Violations of the rules and regulations or refusal to attend the Training and Certification Course will result in a Rodeo Austin official revoking the driving permit. If no registration is found on a cart operating on the grounds, the cart will be immediately removed by Security and stored at the owner’s expense until the end of the show.

1<sup>st</sup> Golf Cart Safety Training Course ..... Wednesday, March 11, 6:00 PM  
 2<sup>nd</sup> Golf Cart Safety Training Course ..... Thursday, March 12, 6:00 PM

Golf carts are not allowed on the Fairgrounds during public hours. Drivers must use the perimeter service roads outlined on the Cart Route Map. This map will be provided during the mandatory training course.

- 25. Booth Identification Sign:** Each indoor commercial exhibit will be provided a 7”x 44” sign identifying the booth by the contract name. If the Exhibitor wishes to request a different name on the sign, it must be submitted in writing and received at Rodeo Austin office, prior to January 15. No changes will be made after January 15.

- 26. Parking:** Vendors will park in the designated lot (Lot A) indicated on map provided. All stock trailers must be located in this area. Management requests that all empty trailers be removed from grounds throughout the duration of the Show to allow additional parking. **There will be no RV’s or overnight camping permitted on the grounds for Vendors.**

**Grounds Passes:** Vendors will be issued parking and admission passes at check-in. These credentials are non-transferable. Commercial Exhibitors located in the rodeo arena will receive passes specific to that area.

- Each individual Commercial Exhibits booth receives: parking passes (2) admission passes (2)
- Each Attraction receives: parking passes (2) admission passes (4)
- Each Food Vendor receives: parking passes (4) admission passes (4)

Additional 15-day gate passes will be sold for \$25.00 each, and parking passes sold for \$50.00 each, based on availability.

- 27. Hours of Operation:** Failure to comply with this rule will result in immediate eviction from the grounds and forfeiture of all fees paid.

Food Vendors in Chow Town (700’s) and Commercial Exhibitors on the North side of the Fairgrounds in Town Square (400’s), Rockin’ A Ranch (500’s), Wild West Show Tent (600’s) and in the Exhibit Hall, Betsy’s General Store (200’s) must remain open during the following hours:

Saturday, March 14	10:00 AM – 9:00 PM
Sunday, March 15	10:00 AM – 8:00 PM
Monday, March 16	10:00 AM – 8:00 PM
Tuesday, March 17	10:00 AM – 8:00 PM
Wednesday, March 18	10:00 AM – 8:00 PM

Thursday, March 19	10:00 AM – 8:00 PM
Friday, March 20	10:00 AM – 9:00 PM
Saturday, March 21	10:00 AM – 9:00 PM
Sunday, March 22	10:00 AM – 8:00 PM
Monday, March 23	10:00 AM – 8:00 PM
Tuesday, March 24	10:00 AM – 8:00 PM
Wednesday, March 25	10:00 AM – 8:00 PM
Thursday, March 26	10:00 AM – 8:00 PM
Friday, March 27	10:00 AM – 9:00 PM
Saturday, March 28	10:00 AM – 9:00 PM

Outdoor Commercial Exhibitors on the South side of the Fairgrounds in the Crazy Canyon (300's; Carnival side) must remain open during the following hours:

Saturday, March 14	11:00 AM – 9:00 PM
Sunday, March 15	11:00 AM – 8:00 PM
Monday, March 16	11:00 AM – 8:00 PM
Tuesday, March 17	11:00 AM – 8:00 PM
Wednesday, March 18	11:00 AM – 8:00 PM
Thursday, March 19	11:00 AM – 8:00 PM
Friday, March 20	11:00 AM – 9:00 PM
Saturday, March 21	11:00 AM – 9:00 PM
Sunday, March 22	11:00 AM – 8:00 PM
Monday, March 23	4:00 PM – 8:00 PM
Tuesday, March 24	4:00 PM – 8:00 PM
Wednesday, March 25	4:00 PM – 8:00 PM
Thursday, March 26	4:00 PM – 8:00 PM
Friday, March 27	4:00 PM – 9:00 PM
Saturday, March 28	11:00 AM – 9:00 PM

Commercial Exhibitors inside the Rodeo Arena, Rodeo Drive (100's) must remain open during the following hours:

Saturday, March 14	6:00 PM – 10:30 PM
Sunday, March 15	2:00 PM – 6:30 PM
Monday, March 16	6:00 PM – 10:30 PM
Tuesday, March 17	6:00 PM – 10:30 PM
Wednesday, March 18	6:00 PM – 10:30 PM
Thursday, March 19	6:00 PM – 10:30 PM
Friday, March 20	6:00 PM – 10:30 PM
Saturday, March 21	6:00 PM – 10:30 PM
Sunday, March 22	2:00 PM – 6:30 PM
Monday, March 23	6:00 PM – 10:30 PM
Tuesday, March 24	6:00 PM – 10:30 PM
Wednesday, March 25	6:00 PM – 10:30 PM
Thursday, March 26	6:00 PM – 10:30 PM
Friday, March 27	6:00 PM – 10:30 PM
Saturday, March 28	6:00 PM – 10:30 PM

**Mezzanine Exhibitors MUST have all lights out at 6:55 PM (2:55 PM on Sundays) during the National Anthem. Lights may be turned on after the presentation is over.**

- 28. Re-stocking Hours:** Commercial Exhibitors and Food Vendors are allowed to re-stock their booths from 8:00 AM – 9:00 AM each morning prior to show opening. There is NO re-stocking outside of these hours.
- 29. Special Deliveries:** Vendors may ship deliveries to 7311 Decker Lane, Austin, Texas 78724, Lot A/Exhibits Office. Rodeo Austin Main Office does not accept shipments for Vendors. Contact person and booth number must be listed on front of package. NO deliveries will be accepted prior to Saturday, March 14. If a vendor needs equipment for deliveries, the vendor should make prior arrangements. Rodeo Austin does not have a shipping and receiving department available for vendor use. Vendors must make arrangements for unloading, un-packaging and setup upon arrival.

**SAMPLE LABEL:**           NAME OF EXHIBITOR  
BUSINESS NAME OF EXHIBIT with BOOTH NUMBER  
C/O RODEO AUSTIN EXHIBIT OFFICE/LOT A  
7311 DECKER LANE  
AUSTIN, TX 78724

- 30. Cleanliness of Booth Area:** Each Vendor is responsible for maintaining a neat and clean booth area. All garbage, boxes, materials, coverings and non-display items must be removed and all cleaning must be completed at least 30 minutes prior to opening each day. Rodeo Austin will provide trash receptacles throughout the grounds. Contact the Exhibits Office if an area needs to be mopped or a trash receptacle emptied. Please note that individual food vendors ARE NOT ALLOWED to dump ANY grey water tanks. If a grey water tank needs to be emptied prior to the scheduled service, please contact the Exhibits Office.
- 31. Screens:** Vendor booths or stands must have visual screening to hide approved service and storage areas from public view. Screens must be designed to look like the booth. They must be big enough to surround the entire back service and storage area of the booth, stand or trailer. All trailers must have proper skirting around the perimeter to hide the undercarriage, wheels or chassis and trailer hitch.
- 32. Signage:** Each Vendor’s booth must post a sign, visible to the public, which states the company name, menu (if applicable) and prices. The signs must be of a professional nature. No handmade signs will be allowed. Menu and prices may not change once the application has been submitted and approved. SIGNS MUST REMAIN IN THE CONTRACTED SPACE.
- 33. Decorating Services:** All indoor booths will be piped and draped by a professional decorator service. Rodeo Austin will provide one draped table and two chairs per booth. Additional draped tables and chairs may be rented directly from the decorator. The fee for additional draped tables will be priced through the professional decorator service.
- 34. Tents:** Outdoor Vendors that require usage of a tent will be required to rent a tent through Rodeo Austin. **“Pop-up” or “EZ up” tents are not allowed.** For purchase of tents through Rodeo Austin, please complete the tent reservation section of the application. The tent reservation deadline is December 15, year prior to show. Tents that are reserved after December 15, year prior to show are not guaranteed and will incur an additional cost. No tents, canopies, awnings or umbrellas are allowed in any buildings. Tents that are part of the Vendor’s booth that are brought to the event and not purchased through Rodeo Austin must be approved in writing by the Exhibits Coordinator on the application. If tent photo differs from the actual tent brought to the event, then Rodeo Austin has the right to revoke the contract and any payments made to Rodeo Austin shall be forfeited.
- 35. EMS Station:** The EMS station will be located outside the Southeast side of the Rodeo Arena.
- 36. Evaluations:** Rodeo Austin strives to produce a quality, attractive and family oriented event. With this in mind, all booths and stands will be photographed, evaluated and/or audited during Rodeo Austin. Evaluations

are based on general appearance of the booth, management practices, personnel and compliance with the rules and regulations. Evaluations will be provided upon request.

#### **Commercial Exhibitor/Attraction**

Evaluations will be based on the following, but are not limited to:

- Customer service
- Professional display
- Company name and booth number displayed on booth
- Appropriate paperwork and payments completed in a timely manner
- Operation confined to assigned space
- Conduct of exhibitor and personnel
- Appropriate attire of personnel, staff cleanliness
- Noise level of microphone and amplification devices
- Observation of hours of operations
- Sale and display of approved items only
- Use of professional display furniture

#### **Food Vendor**

Evaluations will be based on the following, but are not limited to:

- Customer service
- Professional display
- Company name and booth number displayed on booth
- Appropriate paperwork and payments completed in a timely manner
- Operation confined to assigned space
- Conduct of Food Vendor and personnel
- Appropriate attire of personnel, staff cleanliness
- Proper clean-up and disposal of waste products and grease
- Professional menu board posted with prices
- Observation of hours of operations
- Sale and display of approved items only
- Observation and compliance with State and Local Health and Safety Codes
- Compliance with all Rodeo Austin currency/token rules and revenue sharing requirements

**37. Show Teardown:** All vendors may begin dismantling at Midnight, Saturday, March 28. Vendors dismantling prior to this time will be in violation of their contract and not allowed to return in future years. All booths must be removed by Noon, Sunday, March 29. Items left after this date and time will be disposed of at the discretion of Rodeo Austin Management and additional billing for removal of left over items may occur. It is the vendors' responsibility to make arrangements for teardown, repackaging and shipping of inventory and supplies at the end of the show. Rodeo Austin does not have a shipping and receiving department available for vendor use.

**Check Out:** Please complete the Vendor Satisfaction Survey and return to Exhibits Office by 5:00 PM on Saturday, March 28.

**38. Health Code Requirements:** Vendors that are selling/sampling food products must meet the Travis County Health Department requirements. It is the Commercial Exhibitor's, Food Vendor's and Attraction's responsibility to inform Rodeo Austin if a Food Permit is required. A Health Permit issued by the Travis County Health Department will be required at each location. **FOOD VENDORS MAY NOT OPERATE WITHOUT A VALID PERMIT.** Each Vendor is responsible for payment to Rodeo Austin of \$125 per location, as determined by the Travis County Health Department, to obtain the Health Permit for each booth leased. The information for the permit must be submitted to Rodeo Austin no later than December 15. Noncompliance with health codes is considered a breach of contract.

The Travis County Health Department will be performing inspections throughout the event. The first inspection will be held on Saturday, March 14, at 8:00 AM.

## FOOD VENDOR SPECIAL RULES

- 39. Tokens:** All Food Vendors transactions with the public will be in the form of tokens provided by Rodeo Austin or credit card machines approved by Rodeo Austin. Tokens are individually valued at \$1.00 per token. Cash and checks are strictly prohibited as a means of currency exchange for all Food Vendors. For Food Vendor's operating more than one booth, the Food Vendor must keep tokens separate from each contracted booth; there shall be no combining of tokens between booths. Any violation of this policy will result in immediate removal of the conflicting booth from the grounds and Rodeo Austin will revoke the contract. Any payments made to Rodeo Austin shall be forfeited.
- 40. Credit Card Machines:** All Food Vendors that wish to use credit card machines, iPhone Squares or other mobile phone credit card devices in addition to tokens must furnish their own machine(s) and register them with the Rodeo Austin Exhibits Department prior to use. Approved machines will have a registered Rodeo Austin sticker attached to the device. Food Vendors are required to turn in the original paper copy of a batch report for each machine and each day of the show even if no sales are made. The batch reports must be in consecutive order, not missing a number or day. iPhone Squares or other mobile phone credit card devices are permitted providing daily batch reports in consecutive order, not missing a number or day are turned in at time of token redemption. All discrepancies will be decided at the discretion of Rodeo Austin Exhibits Department. Any violation of this policy will result in immediate removal of the conflicting booth from the grounds and Rodeo Austin will revoke the contract. Any payments made to Rodeo Austin shall be forfeited.
- 41. Lease Agreement:** The lease agreement for Food Vendors at Rodeo Austin is based on a minimum booth payment versus a percentage of gross sales. The minimum booth payment is a guarantee to Rodeo Austin, determined within the lease agreement and will count towards the Food Vendor's revenue share with Rodeo Austin.
- 42. Revenue Sharing:** All Food Vendors will operate under a revenue share agreement with Rodeo Austin. The minimum booth payment will be applied as a credit towards the Food Vendor's revenue share with Rodeo Austin. Rodeo Austin will deduct revenue from Food Vendor's gross sales after taxes, when 22% of gross sales after taxes exceeds the minimum booth payment. 22% of Food Vendor's gross sales after taxes will be retained by Rodeo Austin. 78% of Food Vendor's gross sales after taxes will be returned to Food Vendor.

**Example: Gross Sales After Taxes:** If Food Booth A remitted a \$5,000.00 minimum booth payment prior to the show then generated total gross sales of \$30,000.00 during the event (including sales tax), then \$28,903.00 (\$2,286.37 to pay towards taxes & \$26,616.63 Gross Sales) will be credited and returned to Food Booth A and \$1,097 will be retained by Rodeo Austin.

Gross Sales:	\$30,000.00
Taxes on Gross Sales:	<u>(\$2,286.37)</u>
Total Gross Sales After Taxes:	\$27,713.63= (\$30,000/1.0825)
22% of Gross Sales After Taxes:	\$6,097.00 (\$27,713.63 * 22%)
Minimum Booth Payment:	<u>(\$5,000.00)</u>
Total paid to Rodeo Austin above Minimum Booth Payment:	\$1,097.00

- 43. Token Counting:** For Food Vendors operating more than one booth, the Food Vendor must keep tokens separate for each contracted booth; there shall be no combining of tokens between booths.

A token counting office will be located conveniently within the Food Vendor Compound. All tokens must be counted at this location for payment to be made by Rodeo Austin. The tokens will be counted by Rodeo Austin Officials with the Food Vendor witnessing the count. Each Food Vendor will be required to sign a form stating they agree to the token count daily. Payment will not be issued until the Food Vendor has agreed in writing to the token count. At this time payment will be made to the Food Vendor.



- 44. Token Count Schedule:** Each Food Vendor must turn in tokens daily for the previous day's sales, March 15 – 28. To ensure a timely and efficient process for token counting, a scheduled time for token redemption will be assigned and given at the mandatory vendor meeting on Friday, March 13, at 5:00 PM in the Founder's Club.

On the final day, tokens sold on Saturday, March 28, will be counted beginning at 9:00 PM on a first come first serve basis.

**45. Trailers: All Food Vendors must have trailers as follows:**

- A. All booths will have an enclosed top.
- B. All booths will be four sided, constructed of metal, vinyl or wood.
- C. All booths will be newly painted and in excellent condition.
- D. Items stored within booth must be stored in an orderly and attractive manner.
- E. All items must be stored within booth. Exceptions would include approved items (deemed "approved" by Rodeo Austin Management) such as cooking pits or tanks. These items need to be located at the back of the booth and be professionally screened from the public.

Food Vendors may request a written exemption from Rodeo Austin during the application process.

- 44. Water:** All Food Vendors must have water available for any patron that requests it. No booth may refuse to give water to anyone asking for water, nor may they charge for the water (bottle water excluded).
- 45. Pouring Rights:** In the circumstances that Rodeo Austin has sold sponsorship rights to a beverage company, all Food Vendors are required to honor the agreement by restricting the beverages sold in their booth to the agreed upon sponsor brand. This agreement also is to be honored as to size of container, type of container, signage and pricing. Rodeo Austin retains the right to require the Food Vendor to purchase supplies from Rodeo Austin designated sources. Food Vendor shall solely be responsible for such cost. Violation of the agreement will result in cancellation of contract with no refund.
- 46. Trans-fat free oil:** Rodeo Austin would like to encourage all Food Vendors to move towards a healthier presentation by switching to trans-fat free oil. Rodeo Austin asks Food Vendors use trans-fat free oil, though this is not a requirement.
- 47. Lighting:** All trailers must have shatter proof lighting. All trailers will be inspected by the Chief of Fairgrounds Safety and Compliance before being opened to the public.

#### **ATTRACTION SPECIAL RULES**

- 48. Revenue Sharing:** All Attractions will agree to a revenue share of percentage of total gross sales after taxes to Rodeo Austin. Revenue share will be negotiated and agreed upon before contracting vendor.
- 49. Inspections:** Each Attraction will subject their ride/game to inspections by the Chief of Fairgrounds Safety and Compliance, and will cooperate with the Chief of Fairgrounds Safety and Compliance regarding insurance, operation, maintenance, storage, set up and teardown of the specific attraction.
- 50. Insurance Requirements:** All Attractions will provide insurance naming Star of Texas Fair & Rodeo, the City of Austin, and Travis County as Additional Insureds on its policy. The policy will be placed with a company that is satisfactory to Rodeo Austin and that is licensed as an insurance company to provide insurance in the State of Texas. The policy shall provide a minimum coverage of Three Million Dollars (\$3,000,000.00) per occurrence and Three Million Dollars (\$3,000,000.00) in the aggregate. Some Attractions will be required to carry a larger policy. Contact the Exhibits Department to confirm the minimum coverage needed for each attraction.
- 51. Safety Requirements:** All Attractions shall conduct their operations in a safe and secure manner. Operators of Attractions will acknowledge that safety is of the highest priority in their operations, and shall have that

obligation to insure that the equipment provided is maintained in an excellent condition and in a manner that insures the safety of all participants, employees and other persons who are on the Rodeo Austin grounds. Operators must inspect the equipment and/or the leased and/or contracted equipment at least on a daily basis and make all repairs and/or have the repairs performed as needed before the equipment is operated. The Chief of Fairgrounds Safety and Compliance shall have the right to shut down any Attraction for any safety and/or other reason. The cost of such shut down shall be solely incurred by the Attraction owner.

Rodeo Austin may retain an independent third-party Chief of Fairgrounds Safety and Compliance, and any Attraction shall operate to the fullest extent possible with the Chief of Fairgrounds Safety and Compliance. Attractions will provide access to all equipment at such times as Rodeo Austin and/or the Chief of Fairgrounds Safety and Compliance requests. Operators shall maintain for review and copying by Rodeo Austin and/or its Chief of Fairgrounds Safety and Compliance all books, records, files, reports, information, videos, maintenance/repair logs, safety manuals, specifications, and repair manuals pertaining to the equipment (owned by the Attraction Operator and/or leased by and/or contracted for by the Operator) and shall keep and prepare such reports or other records which Rodeo Austin, in its sole discretion, requires.

- 52. Electricity:** Attraction operators must provide the exact amount of electricity that is needed on the Application. Rodeo Austin will quote the cost for electrical services upon acceptance of the Application. Electricity will be turned on at 12:00 Noon on Friday, February 28.
- 53. Tokens:** All Attractions will follow the token requirements identified above within the Food Vendor Special Rules. Attractions may accept tokens and credit cards. Token collection times will be assigned by the Exhibits Department.
- 54. Ride/Game Description:** Each Attraction must provide the exact dimension and a detailed description of the Attraction to Rodeo Austin. Please provide how much the ride/game costs and any other costs associated with the Attraction. All prices and other items for sale must be approved by the Exhibits Department. Pictures of the Attraction must be submitted with the Application. No Attractions will be accepted without an accurate picture.
- 55. Set up/Teardown:** All Attractions must have their ride or game set-up and in complete working order on the Rodeo Austin grounds at **8:00 PM, Friday, March 13**. All Attractions must have the ride or game dismantled and off the grounds by **Noon, Sunday, March 29**.