



Exhibitor Policies & Guidelines

Alcoholic Beverages Policy - All Areas ** Important - Please Note! **

Exhibitors are not allowed to bring in alcohol of any kind at any time for any reason to the convention center. Alcohol can be purchased from the bars and consumed between halls A-E. **Alcoholic beverages are not allowed in Hall F at any time!**

Exhibitors may face expulsion from the convention and a fine if caught. THANK YOU FOR YOUR ADHERENCE TO THIS POLICY AS SET FORTH BY THE TEXAS ALCOHOLIC BEVERAGE COMMISSION (TABC).

Animals and Pets

KBHCCD allows people to bring their service animals (any guide dog, signal dog or other animal trained to provide assistance to an individual) onto the premises.

Please notify DSC 45 days in advance of the event date for any domesticated animal to be allowed to appear in a booth.

The following must be adhered to while any domesticated animal is on the KBHCCD property:

- The animal present must have some relevance to the booth or show (e.g. a dog used in a commercial or film)
- Animals may not remain in the building overnight
- The trainer and/ owner will be responsible for care and cleaning up after the animal
- All current tags and/or immunizations are required before bringing the animals into KBHCCD
- Animals must be kept 60 feet from any food locations
- Lessee(exhibitors) is ultimately responsible for the liability and sanitary needs associated with the animals

Animals present at an event /show require the additional General Liability, in the amount of \$500,000 for each claim, covering any bodily injury (BI) and property damage (PD) cause by animals.

The above is a summarization of KBHCCD policy pertaining to animals. For a complete view of this policy and others please view

https://global-uploads.webflow.com/5ba5264be783e25ab7301a49/5bc8a2855232d58e007db867_ERG-7.3.18-1.pdf

Associations

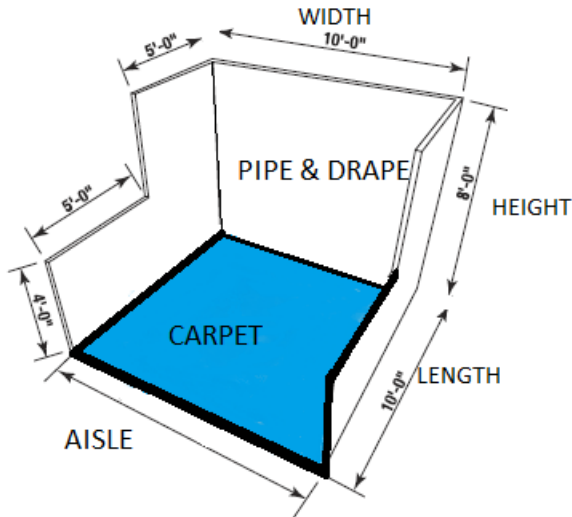
- Booths in our association aisle are for exclusive usage of exhibitors approved by DSC
- Please do not conduct any type of sales, raffles, or drawings within your booth during convention dates
- You can gather information from attendees within your booth, in order to follow up at a later time
- No Soliciting of any kind
- If you are not sure, please contact the exhibits manager

Badges

- Badges should always be visible inside the Halls
- Badges should not be altered
- Damaged, lost, or altered badges will incur a reprint fee
- Additional badges will be available for a fee. Please see registration form for more information

Booth Measurement Guidelines

- Booth measurements are: 10Lx10Wx8H.
- All booths come with pipe, drape and carpet.
- Linear Booth (in-line): Regardless of the number of linear booths utilized, display materials should be arranged in such a manner so as not to obstruct sight lines of neighboring exhibitors. Typically, any displays cannot exceed an 8 ft height on the back 4 ft of the booth and no hanging signs are allowed. The front end of the booth (or front 5 ft) is restricted to a 4 ft height.



Cancellation Policy

- All requested for cancellations space must be received in writing by the deadline
- Cancellation requests received before August 1st will receive a refund of 50% of the deposit monies
- Cancellations after August 1st, and thereafter until October 1st, will result in a 50% refund of all monies

Firearms and Ammunition

All firearms **must** be in Hall F exhibitor booths only. All firearms brought into the Convention Center must be disabled and rendered inoperable. All breech loading firearms must have their triggers locked, actions blocked or otherwise be made unable to fire. NO live ammunition of any type is allowed at any time. All arrows should have their points removed. All exhibitors with firearms **must** submit a DSC Firearms Disable Certification form to comply with TABC rules and regulations. Form (attached) must be submitted 30 days, via email, prior to move-in date. If you have any questions, please contact DSC prior to the Convention or inquire at the exhibitor registration desk in Lobby D during the convention.

Fire Code for Fueled Vehicles Display, Tents, Popups, Etc.

There are special move-in requirements for fueled vehicles, tents, popups and trailers that will be remaining inside the booth space during the convention. Exhibitors will be required to arrive on a specific date and time in order to receive clearance into the building by the Fire Marshal. Permits will be obtained on-site for those requiring them. **Detailed information will be sent to you via email prior to move-in so that you are prepared and ready to comply with the fire code.** In addition, please note that all booths that have popups or are ceilinged are required to have a mounted smoke alarm and fire extinguisher inside the booth per the Fire Marshal.

For display of automobiles, trucks, tractors and other vehicles:

- Fuel tanks shall contain no more than one-quarter or 5 gallons of fuel. All vehicles must be approved and tagged by the Fire Marshal
- Battery cables shall be disconnected from the ignition system. Gas caps must be locked or sealed (taped) closed.
- Ignition keys for display vehicles shall be kept by a responsible person, at the display location, for use in removal of the vehicles in the event of an emergency

Insurance

The exhibitor shall maintain general liability for the period of the show, including move-in and move-out periods. Industry standards, between \$500K to \$1M, are ideal. Proof of Insurance must be submitted to DSC 45 days prior to the start of the show date. You may send in a copy via email. The certificate holder should be:

- KBHCCD/ SPECTRA
650 S. Griffin St.
Dallas, TX 75202
- AND
- Dallas Safari Club
13709 Gamma Rd.
Dallas, TX 75244

Non-Exhibitor (Briefcase) sales are prohibited- If you see something say something.

If you observe non-exhibitor (briefcase) sales being conducted in our expo hall, please contact one of our floor managers or advise someone at the front registration exhibitor windows in Lobby D. (Our Floor Managers will be circulating the halls wearing a yellow vest with "DSC Floor Manager" on the back of their vest.) **DSC does not allow these non-exhibitors to compete with you, our valued exhibitors.**

Smoking

The Kay Bailey Hutchison Convention Center Dallas is a **NON-SMOKING facility**. The facility includes the parking garage, dock areas, stairwells and all areas within twenty-five (25) feet of all entrances. *Please do not prop open any exit doors in your booth areas. This creates a security risk as well as causing potential drafts that affect those around you.*

Soliciting

Soliciting is not permitted at any time. Exhibitors caught handing out flyers/ marketing materials outside of their booth space may face ejection from the show and future DSC conventions.

Unauthorized- Non-Exhibitor

Authorized exhibitors may not sublet part of their booth space to another company. We have a Co-list process in place that will allow a third-party company to share your booth. You must have a 10x20 space and the co-list company will be bound by the same contract laws as the main exhibitor. DSC reserves the right to accept or deny any requests for co-listing. For more details, please contact us.

Video Ethics Guidelines

Dallas Safari Club has a video ethics policy to ensure that hunting is portrayed in the positive, ethical light it deserves. **Please review the information below and note that you may be required to not play or sell videos that do not comply with this policy.** Thank you.

Ethics

- Portray the image of ethical hunting.
- No excessive shots. A prompt insurance shot on dangerous game is fine.
- Show only a good clean kill.
- No goading game to charge or escape.
- No prolonged death scenes or excessive blood or suffering.
- Where dogs are used for tracking, show proper hound control.

Image

- Your demeanor and dress should be one of respect for the game and the sport.
- Show utmost respect for quarry.
- Portray proper and respectful handling of animal and trophy after kill. **Do not stand on or straddle game.**

- No alcohol.
- Respect private property.
- No profane language or excessive celebration of a kill.
- No hero shots (bare chest, etc.)

Safety

- Stress and demonstrate the Ten Commandments of gun and bow safety.
- Unload firearms when preparing for photographs, when entering and exiting vehicles, when climbing fences or trees or into blinds.
- Ensure safe background/stop zone for bullet behind animal. One does not often realize what the scene in the viewfinder of a camera portrays.

Laws and Regulations

- Abide by the rules of fair chase.
- Obey the game laws and conservation rules of the state, province or country where you are hunting.

Remember, videos may be the only exposure non-hunters have of hunters.

A poor or unethical video can make an anti-hunter out of a non-hunter.

Revised on 9/10/19.