



44th Annual Texas Hispanic Genealogical and Historical Conference
Renaissance Dallas North Hotel | 1590 LBJ Fwy | Dallas, TX 75234
October 4-5, 2024

Vendor/Exhibitor Contract

1. Vendor/Exhibitor space is available on a first-come, first-served basis.
2. Vendor/Exhibitor assumes the entire responsibility and liability for losses, damages, and claims arising out of exhibit activities on the premises and will indemnify, defend and hold harmless the Hotel, the Association, their agents, servants and employees from any and all such losses, damages, and claims except for claims, losses or damages arising directly from their negligence.
3. The Chief Executive Officer of HOGAR de Dallas has complete authority to disallow a Vendor/Exhibitor that may be inappropriate or offensive to those attending the HOGAR 2024 Conference.
4. Vendor/Exhibitor **fee for each table purchased includes: one 6' x 30" draped table, two chairs.**
 - Limited to two tables**
 - \$75 for per table without electricity (**2 maximum**)
 - \$100 per table with electricity (**2 maximum**)
5. **Hold Harmless Clause:** Vendor/Exhibitor assumes the entire responsibility and liability for losses, damages, and claims arising out of exhibitor's activities on the Hotel premises and will indemnify, defend, and hold harmless The Hotel, its owner, and management company, as well as their respective agents, servants, and employees from any and all such losses, damages, and claims. Further, Vendor/Exhibitor hereby acknowledges that neither HOGAR de Dallas maintains insurance or security services covering Vendor/Exhibitor property and that it is the sole responsibility of the Vendor/Exhibitor to obtain security services and business interruption and property damage insurance sufficient to cover any loss which may be sustained by Vendor/Exhibitor.
6. **Electricity:** Electrical power is available for an additional charge. Vendor/Exhibitor must provide power cords and strips or rent from the Hotel for additional charges.
7. **Wi-Fi/Internet Service:** Wi-Fi internet service is available in the vendor room.
8. **Space Assignment:** Space will be assigned on a first-come first-served basis. Special accommodation will be considered. Please make notes on the form. Exhibitors must check in with HOGAR staff before unloading. HOGAR staff will give guidance for unloading and direction to table. Nametags will be provided.
9. **Packages and Deliveries:** Packages may be delivered to the Hotel within 24 hours of the date of the conference. (October 1)

All boxes sent to the hotel must be addressed as:

Recipient's Name: *Name of Guest*
Company: HOGAR de Dallas Conference
Address: Renaissance North Dallas Hotel
1590 Lyndon B Johnson Freeway
LBJ and Luna Rd
Dallas, TX 75234



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EXHIBIT AREA: Trinity Ballroom (accessed via parking entrance)

EXHIBIT PARKING: Free self-parking in the hotel garage for those attending the conference.
Exhibiter loading in and out can be accessed via parking entrance.

EXHIBIT SET-UP: October. 3, 2024/3:00 pm - 6:00 PM *Check in at registration table.*

EXHIBITS OPEN: Friday, October. 4, 2024/8:00 AM - 5:30 PM
Saturday, October 5, 2024/8:00 AM - 4:00 PM

EXHIBIT TEAR-DOWN: Saturday, October 5, 2024, 4:00 PM

HOTEL RESERVATIONS: Make your hotel reservation at Renaissance Dallas North Hotel through:
<https://www.marriott.com/event-reservations/reservation-link.mi?id=1699375762831&key=GRP&app=resvlink>

Vendor Name/Organization:	Contact/Officer:
Address:	City/State/Zip
Cell Ph:	Email:
\$75 per table without electricity	1 table/\$75 X Qty $\frac{1}{2\pi}$ = \$
\$100 per table with electricity	1 table/\$100 X Qty $\frac{1}{2\pi}$ = \$
	Total Amount Paid \$

I have read and agree with all the requirements of this contract.

Vendor Signature _____ Date _____

Email completed form to: Susana Guerra at hogar.treasurer@gmail.com or to
Beckie Robles at secretaryhogar@gmail.com or mail to:

Susana Guerra | HOGAR de Dallas | PO Box 226494 | Dallas, Texas 75222 | 214-998-2878
Online payments accepted through PayPal: pay.me/hogar2024 or Zelle at hogar.treasurer@gmail.com

SPECIAL REQUEST: