

**2014 AUTO SHOW  
RULES AND REGULATIONS  
STATE FAIR OF TEXAS**

- 1) **Subletting of exhibit space by any Exhibitor is strictly prohibited.** Exhibit space is to be used by the contracted exhibitor for the purpose stated in the Automobile Show Exhibits Contract. Any promotion involving persons or entities other than the contracted exhibitor is strictly prohibited unless written permission has been secured in advance from State Fair's Director of Exhibits/Auto Show.
- 2) Prior to entry onto the fairgrounds, Exhibitor must have secured all insurance coverage in accordance with the Exhibit Contract for the Automobile Show, including commercial general liability insurance with the following coverage: General Aggregate, including premises/operations liability, products-completed operations liability, personal and advertising injury liability, contractual liability, contingent liability (including coverage for independent contractors), and fire legal liability, with minimum limits of \$2,000,000 per occurrence limits for bodily injury (including death), personal and advertising injury, products-completed operations, and property damage; \$3,000,000 general aggregate and \$2,000,000 products-completed operations aggregate; fire legal liability limits of \$500,000.
- 3) Show dates. The 2014 Fair will run twenty-four (24) days. The Fair gates will be open to the public at 10:00 A.M. on Friday, September 26, 2014 and will close at 10:00 P.M. on Sunday, October 19, 2014.

**State Fair Automobile Show exhibits must be installed and ready for display and clear of equipment and debris by 5:00 P.M. Wednesday, September 24, 2014. Press Day will begin on Thursday, September 25, 2014 at 7:00 A.M.**

**AUTOMOBILE SHOW HOURS:**

September 26, 2014 through Sunday, October 19, 2014  
Friday, Saturday – 10:00 A.M. – 10:00 P.M.  
Sunday, Monday, Tuesday, Wednesday, Thursday – 10:00 A.M. – 9:00 P.M.

All exhibitors shall have their exhibits removed from the buildings by Tuesday, October 21, 2014. All trash, including broken literature skids and damaged carpet, shall be picked up and disposed of in roll-off dumpsters.

- 4) According to Texas law, sale of automobiles **cannot** be made from the exhibit floor. Please review all regulations of Texas Department of Transportation ([www.dot.state.tx.us](http://www.dot.state.tx.us)).
- 5) Exhibitors offering stage shows shall submit a written schedule of performances to the Director of Exhibits/Auto Show by Friday, August 1, 2014, so as to avoid conflicts with other exhibitors, and to allow State Fair to print such schedule in the 2014 Fair daily schedule.
- 6) Exhibitors offering outdoor vehicle exhibits, interactive exhibits, climbing walls, simulators, or similar equipment or devices, shall submit a written proposal of such exhibit to the Director of Exhibits/Auto Show no later than Friday, July 25, 2014. Exhibitor must execute an addendum to the Automobile Show Exhibits Contract covering these types of exhibits and provide participant's liability insurance coverage for any interactive exhibits allowing patrons to participate in the attraction. Additionally, the exhibit must be in place and ready for inspection by State Fair safety

personnel by Wednesday, September 24, 2014. Only trucks and SUV's will be allowed for display in the Truck Zone.

- 7) Outdoor vehicle exhibits require that the exhibitor pay special attention to the actual size (footprint) of the exhibit layout. Exhibitor will be required to submit to State Fair a diagram with the dimensions of the lay-out of the outdoor display. In addition, the exhibitor shall be responsible for onsite verification that their outdoor exhibit will fit into the space provided by State Fair, and State Fair will approve all perimeter layouts on site prior to installation of the exhibit. Exhibitor should not design its outdoor exhibit any closer than three feet (3') from the perimeter of the leased space.
- 8) **Layouts for exhibit space, including elevations, are to be submitted to the Exhibits Department no later than Friday, August 1, 2014.**
- 9) Any changing, repairing or shifting of exhibits must be done when the exhibit building is closed to the public. **The Director of Exhibits/Auto Show must be notified at least 24 hours in advance of such change.**
- 10) Plans for any unusual type of exhibits or activities (entertainment, interactive displays, etc.) must be submitted to the Exhibits Department for approval by Friday, July 25, 2014, in order to avoid conflicts arising between Automobile Show exhibitors and exhibitors from other areas at the 2014 Fair. In addition, any activity that is not a static display of vehicles will require submission by Friday, July 25, 2014, and an addendum to contract may be required.
- 11) Exhibitors must comply with all federal, state and municipal laws, regulations and ordinances (special attention should be given to Texas state laws and Texas Department of Transportation regulations governing automobile manufacturers and dealers).

### **PLACING EXHIBITS**

- 12) Exhibits shall be configured to permit the smooth flow of pedestrian traffic. Exhibits with an outside door should keep the area within ten feet (10') clear of obstruction. In some instances the fire department may require an adjustment to ensure safe and smooth traffic flow.
- 13) All exhibits must be arranged so there will be no obstruction of view of other exhibits. The salon-type effect of the Show must be maintained in designing each exhibit.
- 14) **Vehicles must contain less than 1/4 of a tank of fuel while on display.** Vehicles shall be checked for fuel level **outside the building** by a Dallas Fire Department inspector. Vehicles to be displayed may be driven to the display area. Once the vehicle has been positioned in the exhibit area, battery leads shall be disconnected and be given a final Fire Department inspection. **All vehicles, including those displayed outside, shall be secured by locking or taping gas cap.** There shall be no running of the engines or moving vehicles in any exhibit area.
- 15) Exhibitor shall remove the ignition key and gas tank key of all vehicles. **State Fair's building manager will have access to the ignition keys of all vehicles during the entire run of the Auto Show.**
- 16) **Neither trucks nor cars may carry the name or logo of any business concern or dealer.** No sign will be permitted on top of any vehicle in exhibit space.

- 17) **No drilling is allowed in the floor of the exhibit buildings. No heavy mastic may be used. Please remove all tape residue.**
- 18) The use and distribution of any and all publicity material, signs, booklets, circulars, souvenirs, and the like, shall at all times be subject to the control, supervision and approval of the Exhibits Department. **No balloons or adhesive stickers may be distributed.**
- 19) Although ultimate responsibility for compliance with all City of Dallas ordinances lies with the Exhibitor, the State Fair Exhibits Department will work with Exhibitors in providing information to aid in compliance.
- 20) All shipped exhibit properties should be addressed to the exhibitor as follows:

|                             |                             |
|-----------------------------|-----------------------------|
| EXHIBITOR NAME              | EXHIBITOR NAME              |
| AUTOMOBILE SHOW             | AUTOMOBILE SHOW             |
| STATE FAIR OF TEXAS         | STATE FAIR OF TEXAS         |
| FAIR PARK / AUTOMOBILE BLDG | FAIR PARK / CENTENNIAL BLDG |
| Space # _____               | Space # _____               |
| 1010 FIRST AVE              | 1001 WASHINGTON             |
| DALLAS, TX 75210            | DALLAS, TX 75210            |

Contact the Exhibit Department to make special arrangements for shipments to be delivered prior to September 20, 2014. **All Show literature should be shipped to a drayage company warehouse. There will not be sufficient space for storage of these items on the fairgrounds.**

**TEXAS DEPARTMENT OF TRANSPORTATION**

- 21) All participants in the Auto Show shall be in full compliance with all regulations promulgated by the Texas Department of Transportation ([www.dot.state.tx.us](http://www.dot.state.tx.us)) and shall file all pertinent forms with the State of Texas and the Exhibits Department of the State Fair of Texas.

**LABELS AND SIGNS**

- 22) No prices other than "Sticker" prices may appear on the vehicles. If an Exhibitor wishes to use a placard or special price tag in its exhibit, that card or placard must bear the full retail price of the vehicle, including all options and accessories, and shall include the delivery charge of the vehicle to which it is attached.
- 23) All vehicles will be exhibited with price stickers.
- 24) All vehicles are required to display EPA mileage stickers unless exempted by federal law.
- 25) **Credit to any individual dealer or group of dealers participating in the Show is strictly prohibited.** This includes license plate frames or nameplates bearing the name of the dealer supplying the vehicles.

**MANAGEMENT OFFICES**

The Director of Exhibits/Auto Show can be reached at (214) 421-8728 or by e-mail at [kpound@bigtex.com](mailto:kpound@bigtex.com). The Director's office will be located in the Automobile Building, near the First Avenue entrance, after September 17, 2014.