



**JS Bridwell Agriculture Center (MPEC)
111 N Burnett Wichita Falls, TEXAS**

**Fri. March 11th, 2022 9:00am - 6:00pm CT
&
Sat. March 12th, 2022 9:00am - 4:00pm CT**

Exhibitor Information

Check In & Set-Up

Your Booth Number(s)_____.
(* Please Note that booth spaces are subject to change.)

- Booth Exhibitor set up is Thursday March 10th, from 9am – 6pm CT.
- Upon arrival exhibitors please check in at the expo office which is located on the East end of the JS Bridwell Agriculture Center and provide a copy of Liability Insurance.
- **Proof of Liability Insurance** will be required of all vendors naming Star Enterprises TD LLC 2370 Hwy 161 Bird City, KS 67731 as additional insured. The physical address of the show is: Wichita Falls Ranch & Farm Expo 111 N Burnett Wichita Falls, TX 76301. Contact your insurance company to have us put on the list.

Exhibitors shall obtain and keep in force during the term of the installation and use of the exhibit premises. Policies of comprehensive commercial general liability insurance and contractual liability insurance and insuring and specifically referring to contractual liability in an amount not less than \$1,000,000 combined single limit for personal injury or property damage. Exhibitor must provide Management with a certificate of insurance covering the show location for the period of the show and which names of the Management and the Exhibition facility management facility as co-insured.

- At check in you will be able to pick up name badges. If you have not already done so, please fill out the enclosed name badge form and return at your earliest convenience.
- Exhibitors with valuable equipment (computers, etc.) are responsible for theft coverage. Neither Star Enterprises TD LLC, Wichita Falls Ranch, Farm & Hemp Expo, Darren or Tana Dale and their affiliates, JS Bridwell Agriculture Center, Spectra Venue Management nor the MPEC will be responsible for theft.

WIFI:

- We have 4 wireless access points at the Bridwell Ag Center –
- UN: jsbridwella
- UN: jsbridwellb
- UN: jsbridwellc
- UN: jsbridwelld
- Password for all 4 connections is the same – PW: pinnacleinternet

Host Hotel

2022 HOST HOTEL:

COYOTE RANCH & RESORT

14145 US Hwy 287 N Wichita Falls, TX 76310

940-767-6700 | info@coyoteranchresort.com

SPECIAL SHOW PRICING!

Best Western Plus University Inn & Suites

4540 Maplewood Avenue

Wichita Falls, Texas 76308

Direct (940) 687-2025 or Toll-Free Reservations 1-800-780-7234

Mention the Wichita Falls Ranch, Farm & Hemp Expo and receive a special discounted rate.

Electrical Vendors that have signed up for 110 or 220 electricity need to bring their own extension cords.

Concessions/ Vendor Reception/ Production Bull Sale/ Beer Garden

- Concessions will be onsite.
- There will be a vendor reception starting at 5pm on Wednesday located near the bull sale arena. Serving free keg beer and hors d'oeuvres while it lasts.
- Cash bar will be available from Noon-6:00pm Wednesday & Noon-4:00pm on Thursday.
- The Production Bull sale will start at 1:00pm Thursday in the arena.
- Be sure and go to the website and check out the schedule of events for more happenings on the show.

Virtual booth addition

- You may still purchase a virtual booth on Wichita Falls Ranch, Farm & Hemp Expo Website, cost is \$75 with booth space purchase.
- Make checks payable to Star Enterprises TD LLC.

Tear Down

Trade Show ends and tear-down can begin, Saturday, March 12th after 4pm CT– NOT BEFORE

Additional Equipment

If you would like to order additional equipment for your booth, you can order items. Call Century Tents & Events 940-766-7193. Remember your booth does come standard w/ (1) 8' table w/ skirting and (2) folding chairs.

Thank you for being a part of the Wichita Falls Ranch, Farm & Hemp Expo!

We'll see you at the show. If you have any questions please free to give us a call 866-685-0989 office or show # 785-426-2092 www.wichitafallsranchandfarmexpo.net

Thank you for your business!



Vendor Badge Form

You can order name badges by filling out this form and faxing or emailing it to 785-426-5902 or 308-423-5900 or dales@wichitafallsranchandfarmexpo.net

All exhibitors will need badges to gain access to the JS Bridwell Agriculture Center during non-show hours.

Badges pre ordered before March 5th can be picked up on move in day at the expo office. After March 5th the badges must be created on-site during move in hours or show hours.

Please plan ahead and anticipate anyone who may be working at your display so that the badges will be ready for them.

Name of Exhibiting Company

Company Name: _____

Contact: _____

Name: *Please print clearly or type*
(Maximum 25 characters)

Company:
(Maximum 30 characters)

Please fax or email this form back to 785-426-5902 or 308-423-5900
If you have any questions please call 866-685-0989 or
Email Daless@WichitaFallsRanchandFarmExpo.net