



## Port O'Connor: The Heart of Texas Fishing!

Please accept this letter as our invitation to participate in the Port O'Connor Chamber of Commerce **2024 Port O'Connor Boat and Fishing Expo**. We would welcome you as a participant. The Port O'Connor Chamber of Commerce is a non-profit organization operating solely for the purpose of promoting business as well as enhancing economic and community development. It is our desire to assist in the continuing promotion of your business.

The Boat and Fishing Expo will showcase boat manufacturers, fishing tackle and equipment, local retailers, fishing guides, regional and visiting arts and crafts vendors as well as food vendors. The Expo will run from Friday, October 4, 2024 through Sunday, October 6, 2024 at the Port O'Connor Community Center and Pavilion.

Being an exhibitor is an exciting way for your business or organization to have a visible presence at this Expo. We expect a terrific crowd with a flow of families, local residents and vacationers throughout the weekend at this outdoor event.

We are offering 10' x 10' exhibit spaces under the pavilion; 10' x 10' in the field under the tent; or 20' x 20' spaces in the open field for \$200 if the Exhibitor's Agreement form is received before June 15, 2024. Additional 10' x 10' exhibit spaces are \$200. Vendor Trailers are \$100 per 10' including tongue and trailer door down. Current Port O'Connor Chamber members (active as of March 1, 2024) receive one free 10' x 10 space. Additional spaces may be purchased for \$200. Late exhibit registration, if space is available, will cost \$300 per booth for non-members and \$100 for current members.

We hope you will be able to participate in the **Port O'Connor Boat and Fishing Expo**. Your timely response by June 15, 2024 will allow us to preassign exhibit space, advertise your participation, include your business as a participant on our website, and promote the Expo. Requests for exhibit space will be accepted on a "first come, first served" basis. Please forward your executed Exhibitor's Agreement and payment to **Port O'Connor Chamber of Commerce, P.O. Box 701, PortO'Connor, TX 77982**.

INCREASE YOUR VISIBILITY by becoming an exhibitor today! We will be following up with you within the next few days to discuss your interest. Please feel free to reach out to us with any questions at 361-983-2898 or email [boatshow@portoconnorchamber.com](mailto:boatshow@portoconnorchamber.com)



Port O' Connor Community Center  
3674 Adams Ave.  
Port O' Connor, TX 77982  
361-983-2898

## VENDOR AGREEMENT

**DEADLINE – June 15, 2024 OR until all spots are filled.**

Any applications postmarked after June 15th will be charged a late fee, IF space is available.

**Business Name:** \_\_\_\_\_

**Contact Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_ **City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip:** \_\_\_\_\_

**Phone Numbers:** \_\_\_\_\_ **Cell** \_\_\_\_\_

**Email address:** \_\_\_\_\_

**State Sales Tax Permit No.:** \_\_\_\_\_ **Date Issued:** \_\_\_\_\_

**Current POC Chamber Members- 1 Free 10x10**    Non Chamber Members- \$200 each    Food trailers- \$200

Please specify the number of requested spaces:

\_\_\_\_\_ 10' x 10' under pavilion    \_\_\_\_\_ 10' x 10' open field under the tent    \_\_\_\_\_ 20' x 20' open field

\_\_\_\_\_ Food Truck (Trailer Length \_\_\_\_\_)

\_\_\_\_\_ Vendor Trailers (\$100 for each 10' length including tongue and gate down Trailer Length \_\_\_\_\_)

**Vendor will provide their own display, tables, chairs, generators, etc. There is no electricity/water available.**

Total # of Spaces Requested: \_\_\_\_\_

Total: \$ \_\_\_\_\_

**Detailed description of Products to be sold: (please attach photos or brochures)**

Waiver: The Port O'Connor Chamber of Commerce reserves the right to refuse any vendor application, should this occur, the fee will be refunded. The Vendor shall defend, save and hold harmless the Port O'Connor Chamber of Commerce, their respective officers, agents, board members, staff, volunteers, sponsors and assigns from any claims, damages, losses, liability or expense which may arise, and shall not be held responsible for any loss or damage due to fire, accident, theft, weather, acts of God, vandalism or any other loss or injury whatsoever or not specifically described herein, whether past, present or future. All vendors must make provisions for safeguarding their goods. Vendor assumes full liability for protecting, care and maintenance of vendor's property. Please sign to acknowledge that you have read all of the information, and agree to be bound by this contract. A signed copy of the Vendor terms & Conditions (attached) should accompany this agreement. Spaces **will not** be reserved until your signed agreement and fee is received by the due date. Checks should be made payable Port O'Connor Chamber of Commerce, and remitted to the **Port O'Connor Chamber of Commerce, P.O. Box 701, Port O'Connor, TX 77982**. For additional information, please call 361-983-2898 or email [boatshow@portoconnorchamber.com](mailto:boatshow@portoconnorchamber.com).

**VENDOR TERMS & CONDITIONS**

To ensure the integrity of our Vendor participation, the Port O’Connor Chamber of Commerce has adopted **Vendor Terms & Conditions** for this event. All vendors participating in the show agree to abide by the **Vendor Terms & Conditions** as set forth below. Vendors not following these guidelines may be excluded from participating in future shows.

Booths are 10’x 10’ under the pavilion; 10’ x 10’ in the field under the tent; or 20’ x 20’ in the open field. Additional 10’ x 10’ exhibit spaces are \$200. The application accompanied by the full payment of rental fees constitute a non-refundable contract for the right to use the space. All applications must be postmarked by June 15, 2024. Any applications accepted thereafter, if space is available, will be charged a late fee (\$100 for current members and \$300 for non-Chamber members). All items must be pre-approved by the Port O’Connor Chamber of Commerce. Any item deemed hazardous to others is prohibited. The Chamber of Commerce will have sole discretion as to what may be considered hazardous or dangerous.

All display materials, tables, chairs, canopies, etc. are the responsibility of the vendor and must be kept within your paid perimeters. No additional vehicles/trailers/UTV’s may be kept within the designated booth area, unless it is used in the course of the sale. *There are no electricity or water connections available.*

The Port O’Connor Chamber is NOT responsible for any items left unattended. All Vendors are responsible for reporting and paying all sales tax. The State Comptroller of Public Accountants requires that you have a sales tax permit and that you pay sales tax. Be sure to include your number on the application.

All vendors agree to having their pictures shared on social media for advertisement of the event. Food Booths MUST follow Health Department rules/guidelines. A copy of these rules will be emailed/ mailed to the vendor upon acceptance to participate. There is no fee to the vendor for the Health Department inspection. Inspection must be completed before the vendor may open for business.

**No Alcoholic Beverages may be sold by Vendors unless prior approval by the Port O’Connor Chamber and TABC. Vendors may purchase a beer package from the Port O’Connor Chamber of Commerce.**

Set-up: Vendors are allowed to set up on Thursday, October 3, 2024, between 1:00 pm and 7:00 pm and Friday, October 4, 2024, between 7:00 am and 11:00 am. Boat vendors and vendors with large trailers may set up Wednesday, October 2, 2024 between 9:00 am and 6:00 pm and Thursday, October 2, 2024 between 9:00 am and 1:00 pm. Spaces will be assigned by the Port O’Connor Chamber of Commerce. All booths must be set up and ready to open by 1:00 pm. All vehicles must be removed by that time.

Tear Down: Due to the traffic and safety of all involved, there will absolutely be **no personal vehicles allowed in the public event areas until the event is over each day.** All Vendors are responsible for leaving their space clean and undamaged at the end of the event. All trash, including empty boxes and packing materials, must be removed from the property by the vendor.

Members of the Committee reserve the right to ask any exhibitor and/or anyone in their party to leave if any of the above rules are not followed.

Completing this form indicates that you understand and agree to follow all terms stated above.

**VENDORS NOT FOLLOWING THESE GUIDELINES MAY BE EXCLUDED FROM PARTICIPATING IN FUTURE SHOWS.**

\_\_\_\_\_  
**Signature of Vendor**

\_\_\_\_\_  
**Date**