

TEXAS
AUTO SHOW®
— EST. 1913 —

2023
SHOW
MANUAL



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Howdy Folks

On behalf of the entire State Fair of Texas team, we would like to welcome you to the 2023 Texas Auto Show. As an exhibitor, your participation is vital to the success of our event, and we are proud to partner with companies of your caliber. As a 501(c)(3) nonprofit organization, we rely not only on the continued support of loyal fairgoers, but also on the annual involvement of exhibitors and vendors who provide us with excellent products which in turn lets us offer a first-rate consumer experience year after year.

The Fair is, and always has been, more than just an event – it is an annual tradition that provides guests with a unique way to experience every aspect of Texas culture, all in one place. In 2022, the Fair welcomed more than 2.5 million people through the gates. Research shows that more than 90% of fairgoers attend the Texas Auto Show while at the Fair. As some of you may know, the State Fair of Texas was founded back in 1886 as a local fair and exposition, drawing crowds from near and far coming to see the newest innovations in entertainment, art, agriculture, cuisine, and technology. Among

these featured industries is that of the automobile – an industry the Fair has continued to support for more than a century. Fairgoers first got a glimpse into the auto world in 1913, when the State Fair debuted a new building dedicated to automobile displays. While the dynamics of the auto industry have certainly changed since then, one aspect has stayed the same – the Texas Auto Show remains one of the Fair’s largest exhibits and a key component of the fairgoer experience.

The State Fair team is constantly striving to offer a world class event while looking for new ways to enhance our product. As one of the essential elements of the Fair, the Texas Auto Show gives visitors the chance to see the latest and greatest in the car industry every year. We are proud to host the newest models from today’s leading manufacturing companies, and we feel honored that you choose to make your products a part of our show. We hope to continue to build upon the Texas Auto Show and we look forward to seeing what you have in store for the 2023 Fair!



Kelly Pound
Director of Auto Show & Exhibits
State Fair of Texas

IMPORTANT DATES



- AUG 1. CONTRACT AND RENTAL FEES ARE DUE
- AUG. 1 DEADLINE TO ORDER YOUR ISDN, DL, AND TI LINES
- AUG. 10 SUBMIT YOUR INSURANCE CERTIFICATES OEM – GL & WC
FLOORPLANS WITH ELEVATIONS DUE FOR APPROVAL OF STATE FAIR OF TEXAS AND CITY OF DALLAS BUILDING INSPECTION DIVISION
- AUG. 31 PLACE YOUR TELEPHONE ORDERS
- SEPT. 1 TXDMV VERIFICATION FORMS ARE DUE @ [Exhibitions and Shows | TxDMV.gov](https://www.txdmv.gov/Exhibitions-and-Shows)
SUBMIT PHOTOS FOR THE ONLINE TEXAS GALLERY
- SEPT. 22 FREIGHT MOVE-IN
- SEPT. 25-27 VEHICLE MOVE-IN (FIRE INSPECTION)
- SEPT. 27 EXHIBITS MUST BE IN PLACE AND SHOW-READY BY 5:00 P.M.
- SEPT. 28 MEDIA DAY
- SEPT. 29 SHOW OPENS AT 10:00 A.M. TO THE PUBLIC
- SEPT. 30 PRAIRIE VIEW A&M VS GRAMBLING STATE
OCT. 7 UNIVERSITY OF TX VS. UNIVERSITY OF OKLAHOMA
- OCT. 22 10:00 P.M. – 1:00 A.M. SHOW CARS ARE TO BE REMOVED FROM THE BUILDINGS
- OCT. 24 ALL EXHIBIT MATERIAL SHOULD BE CLEARED FROM BUILDINGS
- NOV. 8 ALL EXHIBIT MATERIAL SHOULD BE CLEARED FROM THE TRUCK ZONE

CONTACT INFORMATION

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KPound@bigtex.com

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Exhibits Manager
(214) 421-8727
exhibits@bigtex.com

MEDIA DAY

Taylor Austin
Public Relations Manager
785-9693329
TAustin@bigtex.com

DURING FAIR-TIME ONLY

Angiel Electric	(817) 703-3673
Eagle Audio/Mike McColm	(817) 456-9913
Platinum Security	(214) 306-5888
First Aid	(214) 421-8818
Police	(214) 421-8830
Lost Children	(214) 421-8855
Guest Relations	(214) 421-8820
Will Call	(214) 354-8032
Centennial Building Manager	(214) 421-8829
Auto Show Building Manager	(214)421-8827

TEXAS AUTO SHOW RULES

STATE FAIR OF TEXAS

EXHIBITS DEPARTMENT

The State Fair of Texas (“SFT”), in its sole and reasonable discretion, reserves the right to interpret these TEXAS AUTO SHOW RULES (the “Rules”) and to settle and determine all matters, questions or differences in regards thereto, or otherwise arising out of, connected with, or incident to the Texas Auto Show® and annual State Fair of Texas® (the “Fair”) in Fair Park, Dallas, Texas. SFT further reserves the right to determine, in its sole and reasonable discretion, any unforeseen matters or controversies not covered by these Rules, as amended from time to time.

All exhibitors desiring to lease exhibit space in the Texas Auto Show (“Exhibit Space”) from SFT are required to enter into a written contract with SFT (“Exhibit Contract”) for the installation and safe operation of any commercial exhibit (the “Exhibit”). The Exhibit Contract must be signed by an authorized officer or representative of the exhibitor. In the event of a conflict between the Exhibit Contract and these Rules, the Exhibit Contract will apply.

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 Exhibit Contract. Any promotion involving persons or entities other than the contracted exhibitor is strictly prohibited, unless written permission has been secured in advance from SFT’s Director of the Texas Auto Show (the “Director”).
2. Prior to entry onto the fairgrounds, exhibitor must have secured all required insurance coverage in accordance with the Exhibit Contract, including commercial general liability, commercial automobile liability and workers compensation insurance coverage. The commercial general liability insurance shall include 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), fire legal liability, spectator liability and participants’ liability (if applicable), with minimum limits of \$2,000,000 per occurrence for bodily injury (including death), personal and advertising injury, products-completed operations, and property damage; \$5,000,000 general aggregate and \$2,000,000 products-completed operations aggregate; fire legal liability limits of \$500,000. Limits may be satisfied by a combination of primary and umbrella or excess liability limits.
3. The 2023 Fair will run twenty-four (24) days from Friday, September 29, 2023, through Sunday, October 22, 2023. The Fair’s general operating hours are 10:00 A.M. to 10:00 P.M.

TEXAS AUTO SHOW SCHEDULE AND OPERATING HOURS

Friday, September 29, 2023 through Sunday, October 22, 2023

Sunday through Thursday: 10:00 A.M. – 9:00 P.M.

Friday and Saturday: 10:00 A.M. – 10:00 P.M.

Exhibits must be installed and ready for display by 5:00 P.M. on Wednesday, September 27, 2023. Texas Auto Show Media Day will begin on Thursday, September 28, 2023 at 7:00 A.M.

Indoor Exhibits presented in the Automobile Building or Centennial Building must be removed and the Exhibit Space restored to its original condition by 5:00 P.M. on Tuesday, October 24, 2023.

Outdoor Exhibits presented in the Truck Zone must be removed and the Exhibit Space restored to its original condition by 5:00 P.M. on Friday, November 8, 2023.

Exhibit Space must be restored to its original condition, including the removal of all vehicles, equipment and displays, and all trash, including broken literature skids and damaged carpet, must be picked up and disposed of in roll-off dumpsters.

4. According to Texas law, the sale of automobiles cannot be made from the exhibit floor. Please review all regulations of Texas Department of Transportation (www.dot.state.tx.us).
5. Exhibitors offering entertainment or stage shows within their Exhibit shall submit a written schedule of performances to SFT's Director by August 1, 2023, so as to avoid conflicts with other exhibitors and entertainment acts, and to allow SFT to print the show schedules in the 2023 Fair daily events schedule.
6. Exhibitors offering unusual activities within their Exhibit (entertainment, interactive exhibits, climbing walls, simulators, or similar equipment or activities), shall submit a written proposal of such exhibit to the Director no later than August 1, 2023. Exhibitor must execute an addendum to the Exhibit Contract which covers these types of interactive exhibits and requires participant's liability insurance coverage for any interactive exhibits that allows patrons to participate in the attraction (exhibitors will also be required to have participants execute release of liability, waiver of claims and indemnity agreement). Additionally, the Exhibit must be in place and ready for inspection by SFT's safety personnel by Wednesday, September 27, 2023. Only trucks and SUVs will be allowed for display in the Truck Zone.
7. Outdoor Exhibits require that the exhibitor pay special attention to the actual size (footprint) of the Exhibit layout. Exhibitor will be required to submit to the Director a detailed plan view diagram (floor plan) in advance, with the dimensions of the lay-out of the outdoor Exhibit, as well as an elevation plan indicating the dimensions of each Exhibit property. In addition, the exhibitor shall be responsible for onsite verification that their outdoor Exhibit will fit into the contracted Exhibit Space provided by SFT. SFT's Director will approve all floor plans including perimeter layouts prior to installation of the Exhibit. Exhibitor shall maintain a three-foot (3') set-back from the perimeter of the contracted Exhibit Space.
8. Layouts for the Exhibit and Exhibit Space, including elevations, are to be submitted to both SFT's Exhibits Department (Attn: Director of Texas Auto Show) and the City of Dallas Building Inspection, no later than August 10, 2023.

9. Once an Exhibit floor plan has been approved, any requests for changes, repairs or shifting of Exhibits or Exhibit properties must be submitted for approval to SFT's Director at least twenty-four (24) hours in advance, and if approved, any and all work must be completed only when the exhibit building is closed to the public.
10. 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

11. 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 the Exhibit to ensure safe and smooth traffic flow.
12. All Exhibits must be arranged so there will be no obstruction of view to other commercial exhibits.
13. 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 the vehicle will be given a final inspection by the Fire Department. All vehicles, including those displayed outdoors, shall be secured by locking or taping gas cap. There shall be no running of the engines or moving vehicles in any Exhibit area, other than in pre-approved outdoor ride and drive displays.
14. Exhibitor shall remove the ignition key and gas tank key of all vehicles. SFT's building manager will have access to the ignition keys of all vehicles during the entire run of the Texas Auto Show.
15. Neither trucks nor cars may carry the name or logo of any business concern or franchised new-car dealer. No sign will be permitted on top of any vehicle in any Exhibit area.
16. No drilling is allowed in the floor of the exhibit buildings. No heavy mastic may be used. Please remove all tape residue.
17. The use and distribution of any and all promotional material, signs, booklets, circulars, souvenirs, and other marketing collateral, shall at all times be subject to the control, supervision and approval of SFT's Exhibits Department. No balloons or adhesive stickers may be distributed.
18. Although ultimate responsibility for compliance with all City of Dallas ordinances lies with the exhibitor, SFT's Exhibits Department will work with exhibitors in providing information to aid in compliance.
19. All shipped exhibit properties should be addressed to the exhibitor as follows:

EXHIBITOR NAME
TEXAS AUTO SHOW
STATE FAIR OF TEXAS
FAIR PARK / AUTOMOBILE BLDG.
Space #
1010 FIRST AVE.
DALLAS, TX 75210

EXHIBITOR NAME
TEXAS AUTO SHOW
STATE FAIR OF TEXAS
FAIR PARK / CENTENNIAL BLDG.
Space #
1001 WASHINGTON AVE.
DALLAS, TX 75210

Contact the Exhibits Department to make special arrangements for shipments to be delivered prior to Monday, September 25, 2023. All Texas Auto 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

20. All participants in the Texas Auto Show shall comply with all regulations promulgated by the Texas Department of Transportation (www.dot.state.tx.us) and shall file all applicable forms with the State of Texas and SFT's Exhibits Department.

Labels and Signs

21. 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.
22. All vehicles will be exhibited with Monroney price stickers.
23. All vehicles are required to display EPA mileage stickers unless exempted by federal law.

Trademarks, Service Marks and Logos

24. The term "Marks" as used herein shall include any copyrights, trademarks, service marks, trade names, brandmarks, brand names, domain names, trade dress, theme art, logos or other intellectual property relating thereto, including unregistered marks as well as marks which have been registered with the United States Patent and Trademark Office, State of Texas or the United States Customs Service. SFT is the owner of certain registered Marks, including State Fair of Texas®, Big Tex®, Big Tex® (figure), Big Tex® (head), Texas State Fair®, SFT® (logo), Pan American Livestock Exposition®, Heritage Hall of Honor®, Texas SkyWay®, Cotton Bowl® and Texas Auto Show®.
25. Upon execution of an Exhibit Contract and for the limited extent of promoting the Fair and the Texas Auto Show, SFT and exhibitor may make various references to the events and may display each other's Marks.

ELECTRICAL PERMIT

The cost for any additional wiring is the responsibility of the exhibitor and must be performed by an Electrical Contractor registered with the City of Dallas Building Inspection Division.

Ungrounded metal cased light fixtures with 2-wire cords will not be allowed. Grounded metal cased light fixtures with 3-wire cords will be allowed. All splices shall be in junction boxes with covers. Exposed electrical wiring must be out of reach and free from exposure to physical damage. Where extension cords are allowed, they shall be listed for extra-hard usage of grounding type. Damaged electrical equipment, devices and appliances must be repaired or replaced (switches, receptacles, lights, etc.). All electrical equipment, devices and appliances shall be listed and labeled by a nationally-recognized Testing, Listing and Labeling Organization such as U.L., or C.S.A. Generators require an Electrical Permit.

GUIDELINES FOR ELECTRICAL CONTRACTORS

Electrical Contractors must obtain an electrical permit from the City of Dallas. The permit must be posted and be visible from the outside of the booth, tent, etc. when closed or covered. **When applying for a permit, Contractors will be required to give full street address and space number.** The street address and space number are located on the Exhibitor's Contract. We ask that the Electrical Contractor leave tags, labels or business cards on their electrical equipment should the City of Dallas Electrical Inspectors or the State Fair of Texas Electrician need to contact the Electrical Contractor. **To avoid being issued a citation, DO NOT COMMENCE WORK WITHOUT A PERMIT.**

GENERAL REQUIREMENTS

See the current adopted edition of the NEC® for other specific requirements.

1. Electrical panelboards, load centers, and disconnects exposed to damp/wet locations shall be approved for that location or be suitably protected.
2. Electrical panelboards, load centers, and disconnects shall be located to allow working clearances of 36-inches deep by 30-inches wide and permit at least a 90-degree opening of equipment doors or hinged panels.
3. Electrical panelboards and load centers shall contain a main circuit breaker, or be provided with a fused disconnect switch or circuit breaker located within sight and within 10 feet of the operator's station. All switches and circuit breakers shall be located so that they may be operated from a readily accessible place and installed so that the highest position will be no more than 6 feet 7 inches above the floor.

4. Electrical equipment and outlets exposed to damp/wet locations shall be approved for that location or be suitably protected.
5. All 125 volt 15 and 20 ampere receptacle outlets installed in the following locations shall be GFCI protected: Commercial Kitchens whether outdoor or indoor, and outdoor tents, outdoor exhibits, outdoor concession stands, wet or damp locations. Receptacles that only facilitate quick disconnecting and reconnecting of electrical equipment shall not be required to be provided with GFCI protection. These receptacles shall be of the locking type.
6. All 125 volt 15 and 20 ampere receptacle outlets installed in wet locations shall have an enclosure (i.e.: “in-use” / “bubble” cover) that is weatherproof whether or not a cord is inserted.
7. All cords installed shall be listed for “extra hard usage.” Extension cords shall not be run under carpet or rugs unless designed and listed for the purpose.

Damp/Wet Locations: Shall include, but not be limited to, Booths, Exhibits, Concessions, Tents, and Rides that are open or partially open to the weather during normal periods of operation or exposed to dampness/wetness during clean-up.

HOW TO OBTAIN AN ELECTRICAL PERMIT

WHEN IS A PERMIT FOR ELECTRICAL WORK NOT REQUIRED AT THE STATE FAIR?

Chapter 52 of the Dallas City Code, states:

- “Maintenance, repair, relocation or replacement of any existing light fixture, receptacle, switch, ceiling fan, circuit breaker or other electrical device or equipment where no change in electrical service or service disconnect is involved, if the value of the work does not exceed \$1,000.”

WHO CAN OBTAIN A PERMIT FOR ELECTRICAL WORK AT THE STATE FAIR?

Electrical permits must be obtained by a contractor who is registered as an Electrical Contractor with the City of Dallas.

WHAT ARE THE PROCEDURES FOR OBTAINING A PERMIT AT THE STATE FAIR?

1. Must be a registered electrical contractor with the City of Dallas Building Inspection Division
2. Apply for, and secure a permit, and pay required fees.
3. Do work in accordance with Chapter 56 of the Dallas City Code
4. Request for inspection

WHERE DO I GO TO OBTAIN A PERMIT AT THE STATE FAIR?

Permits for electrical work can only be obtained at the Southeast Division of Building Inspection, which is located at 725 N. Jim Miller Rd.

HOW LONG DOES IT TAKE TO OBTAIN A PERMIT AT THE STATE FAIR?

Normally, a permit for electrical work is issued while you wait. However, if you have three or more permits, you will be asked to drop off the applications with a contact name and number. In most cases, you will be contacted the next day when they are ready. Limiting the number of applications allows us to process your permits in a timely manner.

WHAT IS THE COST?

The cost for permit differs depending on several variables and the value of the work. Consult our fee schedule, which is available at our office or on our website.

All permits and inspections will originate from the City of Dallas, Building Inspection, Southeast District Office, 725 N. Jim Miller Road Suite "A" Dallas, Texas 75217. You may reach the District Manager at (214) 670-8178, for general information call (214) 670-8160.

BUILDING INSPECTION PERMIT REQUIREMENTS

Exhibitor's displays that require **electrical, plumbing and mechanical** work and/or **temporary structures** are required to obtain permits from the City of Dallas Building Inspection. The city developed "Permit and Inspection Guide for Fair Park Events" to assist you with the building codes, regulations and policies. The guide will also provide you with the procedure to obtain a permit. You can obtain the Permit and Inspection Guide by contacting the City of Dallas Building Inspection Division, Southeast District between 8:00 a.m. and 4:30 p.m. 214 670-8160, fax 214 670-8102. The permit and inspection guide is also available at http://bigtex.com/wp-content/uploads/2014/03/CoD_permitguide.pdf

Senior Electrical Inspector – 214 670-8479
Senior Plumbing/Mechanical Inspector –214 670-8113
Building Inspector– 214-670-6398
District Manager –214-670-8178.

All permits require you to provide the complete address of your display location (including space number). You will find your **display address** on page one of the Exhibits Contract.

Temporary Structures Requiring Permits include but are not limited to:

Miscellaneous Structures

- Greenhouses
- Gazebos
- Pavilions
- Trellises

- Arbors
- Canopies
- Membrane Structure
- *Tents
- **Special Exhibit Structures
- Reviewing Stands**
- Grandstands/Bleachers
- Observation Stands & Towers
- Stages & Platforms**
- Truss System**

*The Dallas Fire and Rescue Department provides permits and inspections for tent structures.

**Special Exhibit structures are treated like buildings. These special structures like buildings are used or intended for supporting or sheltering any use, occupants, or occupancy. Special structures include any indoor structure over 12’.

FIRE DEPARTMENT REGULATIONS

The following are BASIC RULES pertaining to exhibits taken from the Dallas Fire Department’s Exhibit Hall Fire Regulations. This brief outline does not by any means cover completely the ordinances and regulations contained in the Dallas Fire Code, but it does provide basic rules governing exhibits in buildings open to the public.

1. Submit plans to the fire marshal before erecting a structure as a display inside an exhibit building unless the decorative and construction materials are non-combustible or flameproof.
2. All curtains, drapes or decorations must be non-combustible or flameproof.
 - a. Must not cover any fire alarm strobes, speakers, detectors, or manual pull stations.
 - b. Must not cover any exit signs or exit pathways.
 - c. Must not cover any portable fire extinguishers.
3. Any merchandise or material attached to drapes or table skirts must be non-combustible or flameproof.
4. Fire lanes shall be clear of obstructions and barricades at all times.
5. Automotive vehicles and equipment must be inspected and permitted PRIOR to entering the building/area. The vehicle will be checked to verify:
 - a. Fuel level is 5 gallons or 1/4 of tank capacity - whichever is less.
 - b. Fuel tanks are locked or sealed.
 - c. Battery cables are disconnected and taped off.

- d. Ignition keys are removed and at display location.
 - e. Vehicle operation is limited to brief parade type displays specifically approved by fire marshal.
6. Internal combustion power sources:
- a. Location must be approved and inspected by the fire marshal prior to use.
 - b. Must be isolated from contact with the public by physical guards, fencing or enclosure.
 - c. "NO SMOKING" signage posted and visible to the public.
 - d. Provide an accessible fire extinguisher with a rating of not less than 3A20BC.
 - e. Fuel tanks shall be of adequate capacity to permit uninterrupted operation during normal operating hours.
 - f. Generators producing 30 amps or more require an Electrical Permit.
7. Refueling internal combustion power sources must follow these procedures:
- a. Authorized display personnel must contact Exhibits Department at least one day in advance to obtain permission for Refueling Company to enter the fair grounds.
 - b. Refueling shall only be conducted before 8:00 a.m.
 - c. Refueling shall be conducted only in the presence of the fire marshal and authorized display personnel. There is a mandatory \$150 per hour with a 2-hour minimum fee for standby Fire Department personnel. Only company checks or money orders payable to the Dallas Fire Rescue Dept. will be accepted. Driver license is required.
 - d. **Failing to comply could result in a citation and up to a \$2,000 fine.**
8. The storage of combustible shipping containers must be confined to areas approved by fire marshal.
9. The fire marshal must approve the use, display, or storage of liquid propane gas, flammable gas in writing.
10. The use of open flames, burning, or smoke-emitting materials as part of an act, display, or show is prohibited.
11. The use of welding and cutting equipment for demonstration purposes must be by permit from the fire marshal.
12. The use of compressed gas cylinders must be approved by the fire marshal and cylinders must be firmly secured in an upright position.
13. All commercial type cooking appliances shall be equipped with ventilation hoods, approved automatic extinguishing systems and appropriate extinguishers: General cooking: 2A10BC and Deep Frying: K rated.
All other cooking devices shall have adequate separation from combustible materials by spacing or non-combustible shielding.

All other cooking booths not equipped with approved automatic extinguishing systems must be equipped with a 2A10BC extinguisher.

14. The use of any gas fired appliance must be approved by the fire marshal; the use of salamander stoves is prohibited.
15. Sawdust and shavings shall be kept flame retardant.
16. The storage and use of hay and straw inside a building or with any exhibit must be approved by the fire marshal.
17. Tent structures in excess of 399 sq. ft. and canopies in excess of 700 sq. ft. must obtain a permit from Dallas Fire-Rescue Department.

These are BASIC RULES, and every exhibit must comply prior to opening

CREDENTIALS RULES AND REGULATIONS

Parking Credential information will be sent at a later date.

- Overnight parking is not permitted.
- Credentials are non-refundable.
- Credentials cannot be exchanged after the order has been processed.
- The State Fair of Texas will not be responsible for lost, stolen, or mutilated credentials.
- Any vehicle parked in an unassigned area will be towed and credential will be reclaimed and voided.
- Admittance credentials received under Exhibit Contract may not be sold. Any Exhibitor found selling credentials will have their contract canceled immediately.
- Duplication of State Fair of Texas credentials constitutes fraud. Anyone found duplicating stickers or tickets will be prosecuted.
- Credentials cannot be passed thru the fence to someone outside the fairgrounds. Anyone caught passing credentials through the fence will have their credential confiscated.

WILL CALL

Hours: 7:00 a.m. to 7:00 p.m. beginning Thursday, Sept. 28. There is an after-hours drop box available

Location: Ace Parking Lot bordered by Parry, 1st and 2nd Ave. 816 S. 2nd Ave. 75203

I-30 eastbound:

Exit 47 (Fair Park – 2nd Ave.)
Merge to the left lane on 2nd Ave.

I-30 westbound:

Exit 47C (Fair Park – 1st Ave.)
Veer right to Fair Park – Exposition Ave.
Turn right on Ash Ln and remain on Ash past 1st Ave.

SHIPPING & RECEIVING PROCEDURES

Please see page 1 of your Exhibits Contract for your display address and space number. The zip code for Fair Park is 75210. Make sure packages and freight deliveries are addressed correctly. Example below:

EXHIBITOR NAME
TEXAS AUTO SHOW
STATE FAIR OF TEXAS
FAIR PARK / AUTOMOBILE BLDG
Space # _____
1010 1ST AVE.
DALLAS, TX 75210

EXHIBITOR NAME
TEXAS AUTO SHOW
STATE FAIR OF TEXAS
FAIR PARK / CENTENNIAL BLDG
Space # _____
1001 WASHINGTON ST.
DALLAS, TX 75210

PACKAGE DELIVERIES

U.S. POSTAL SERVICE does not deliver to the fairgrounds.

COURIER SERVICES (**FedEx, UPS, Amazon**)

- Exhibitor must be present to accept the merchandise
- **Deliveries cannot be accepted by State Fair personnel**
- In most cases courier services are permitted to deliver directly to your exhibit area
- If using another courier company, contact Exhibits Office for instructions.

FREIGHT DELIVERIES

- Exhibitor must be present. Deliveries must be made prior to 9:00 a.m. No vehicles are allowed on the interior of the fairgrounds after 9:00 a.m.
- Delivery vehicle must be equipped with lift gate and pallet jack. There is no loading dock or forklift available for use
- Delivery vehicle will need a credential to enter the fairgrounds during from Sept 29 to Oct 22. There is no need for credentials during move-in or move-out days.

Contact the Exhibits Department to make special arrangements for shipments to be delivered prior to September 22. **All Texas Auto Show literature should be shipped to a Drayage company warehouse. There will not be enough space for storage of these items on the fairgrounds.**

TELEPHONE, CABLE, AND INTERNET

State Fair of Texas does not provide phone or internet connection. You can contract any of these services directly with the local service provider of your choice ATT or Spectrum. It will be to your benefit to place your order for land lines before, September 1.

AT&T

[Click here to order services](#)

Spectrum Business

Contact Kerry Bauman

469-724 7328

Kerry.Bauman@charter.com

SECURITY ON GROUNDS

You are encouraged to contact the on-grounds Dallas Police Department to report any suspicious activities, any missing or damaged items, etc. The on-grounds Dallas Police can be reached at (214) 421-8830.

Metal detectors are placed at each pedestrian entrance. Any person entering the grounds including fairgoers, exhibitors and fair employees will be searched and knives or blades will be confiscated. Exhibitors are strictly prohibited from carrying a weapon or firearm within Fair Park or within the exhibit space, unless such person is licensed by the State of Texas (or a reciprocating state) to carry the handgun and complies with such laws.

CAFETERIA

- Discounted food items for fair employees and exhibitors
- Opens at 7:00 a.m. Closing times TBD
- Located in JOHN THOMPSON SERVICES BUILDING in Texas Tower Plaza
- Not open to public

SERVICES

This listing is provided to you as a courtesy. State Fair of Texas does not endorse or guarantee these services. This is not a comprehensive list, there are other entities that provide the same or similar services in the Dallas area.

BANKING

Bank of America
3300 Martin Luther King Jr Blvd.
Dallas, 75210
(214)-565-5000

Chase Bank
2833 Martin Luther King Jr Blvd.
Dallas, 75215
(214)-426-0081

BUILDING MATERIALS

Home Depot
11255 Garland Rd. Dallas 75218
(214)-328-1900

Lowe's Home Improvement
11333 E NW Hwy, Dallas, TX 75238
(972)-246-1447

Lakewood Hardware
www.acehardware.com
7331 Gaston Ave Suite 120
Dallas, TX 75214
(214) 821-5680

DECORATORS & EXHIBIT BUILDERS

Freeman Decorating Co.
www.freeman.com
ExhibitorSupport@freeman.com
(888) 508-5054

Sharp Expo
www.sharpexpo.com
(469)-226-0859

Show Services
www.showservicesllc.com
info@showservicesllc.com
(817) 221-2220

ELECTRICAL - CONTRACTORS

Angiel Electrical
www.angielecc.com
(214)-824-6369

Madden Electric Services
www.maddenelectricservicesinc.com
(214) 221-0151

EMPLOYMENT

Choice Specialists
www.burnettspecialists.com
(214)-823-5057

Exact Staff
www.exactstaff.com
John Mckiernan
jmckiernan@exactstaff.com
(682) 808-8773

Staff-Force
www.staff-force.com
(214) 446-5615

EQUIPMENT RENTAL

Marquee Event Rentals
www.marqueerents.com
(214) 350-5373

Sandone Productions
www.sandoneproductions.com
(214) 637-6334

TLC Event Rentals
www.tlceventrentals.com
(214) 225-0636

EXHIBIT CLEANING & VEHICLE DETAILING

Professional Detailers
Mike.Price@prodetailers.com
www.prodetailers.com
(949)- 460-0314

Show Services
info@showservicesllc.com
www.showservicesllc.com
(817) 221-2220

FUEL

Filgo Oil Co.
www.filgo.net
(214) 638-2787
Diesel only. Refueling must be scheduled with Fire Department 24 hours ahead.

ICE

JR Sellers
Sellers Ice
sellersincorp@gmail.com
(214) 244-7165

Emergency Ice
1200 Ft. Worth Ave.
Dallas, TX 75208
(214) 747-6746

LODGING

Our friends at Visit Dallas have compiled a list at www.visitdallas.com/things-to-do/hotels/index.html

MOBILE HOME/RV PARKS

Lakeside RV
www.lakesidervparks.com
10216 FM 2757, Forney, TX 75126
(972)-977-6167

Plantation Place RV
www.plantationplacerv.com
345 Barnes Bridge Rd. Sunnyvale, 75182
(469) 846-9839

Treetops RV Resort
<https://www.sunoutdoors.com/texas/treetops-rv-resort>
1901 W. Arbrook Boulevard, Arlington, 76015
(844)-726-4410

RECREATIONAL VEHICLE REPAIR

Blue Moon Mobile RV
www.bluemoonrv.com
service@bluemoonrv.com
1501 Halsey Way, Carrollton 75007
(972)-323-5050

SECURITY COMPANIES

D & L
www.dandlentertainment.com
(214) 634-0757

Platinum Event Services
www.platinumesi.com
(214)-306-5888

SIGNS/PRINTING

Fast Signs @ Downtown
www.fastsigns.com/dallas-tx/256-downtown-dallas
701 Commerce Street, Suite 100B
Dallas, TX, 75202
(214) 494-8812

SHIPPING / TRANSPORTATION

FedEx Office Ship Center
1999 Bryan St Suite 149, Dallas, TX 75201
(214) 969-6883

TQL- Total Quality Logistics
www.tql.com
1-800-580-3101

The UPS Store
store5022@theupsstore.com
2633 McKinney Ave Ste 130
Dallas, TX 75204
(214) 965-9226

STORAGE

Extra Space Storage
www.extraspace.com
503 S. Haskell, Dallas, 75223
(972) 846-4794

Deep Ellum Self Storage
www.deepellumss.com
3215 Hickory St. Dallas, 75226
(214) 426-3337

Freedom Storage
www.rightspacestorage.com
10331 Scyene Rd. Dallas, 75227
(972) 818-5854

Freeman Decorating Co.
www.freeman.com
ExhibitorSupport@freeman.com
(888) 508-5054

Mobile Mini, Inc.
www.mobilemini.com/locations/tx/dallas-fort-worth
3550 Duncanville Road. Dallas, 75236
(214)-330-8270

PODS
www.PODS.com
Jules Staten
JStaten@PODS.com
(817) 602-0228

TELEPHONE & INTERNET SERVICES

AT&T
phoneservices@bigtex.com
[Click here to order services](#)

Spectrum Business
Kerry Bauman
Kerry.Bauman@charter.com
469-724 7328

WASTE DISPOSAL

Moore Waste and Recycling Services
www.moorewaste.com
(214) 357-4357

