

“Exhibit C”

**HOCKLEY COUNTY MALLET EVENT CENTER & ARENA
VENDOR INFORMATION**

VENDOR SHOW.

A Vendor Show is defined as an event whose purpose is to exclusively host multiple vendors for the purpose of selling merchandise, crafts, repurposed goods, etc. to a public audience.

- RENTER is responsible for the registration, collection of booth fees, setup diagram, marking of booth spaces, and event day setup.
- A rental of the MECA for a Vendor Show will consist of the services listed in the “Procedures and Guidelines” under “Event Services”.
- MECA Partners are prohibited from setting up a Vendor Booth during Vendor Shows. MECA Partners must contract through RENTER and will follow rules and regulations of the Show.
- Accurate count of electric drops and internet password requests must be provided to the MECA seventy-two (72) hours prior by the RENTER.

VENDOR SHOW COST:

- Internet: \$10.00/Space
- Electric: \$25.00/Space
- Facility Rental: Per MECA Cost Schedule (“Exhibit A”)
- Tables: \$2.00
- Chairs: \$0.50

EVENT VENDOR.

An Event Vendor is defined as a Vendor who is associated with an Event, not classified as a Vendor Show, and not partnered with the MECA.

- RENTER is responsible for the registration, collection of booth fees, and day setup.
- MECA has sole digression of Vendor placement.
- If RENTER will have Event Vendors, RENTER must specify at the time of signing MECA License Agreement.
- MECA Partners are allowed to setup a Vendor Space during Events. If MECA Partner requests a Vendor Booth during RENTER’S event, MECA Representative will contact RENTER forty-eight (48) hours prior to commencement of event. MECA will not add Event Vendor Fee for MECA Partner booth spaces.
- RENTER will supply MECA with a final count of Event Vendor count forty-eight (48) hours prior to event.
- Fee includes: Booth size of 10X10 or 10X20 to be setup on an area designated by the MECA, 1 table, and two chairs. Does not include internet or electric.
- MECA Representative will add Event Vendor Booth Fees to RENTER’S final invoice per day.
- Event Vendors are not allowed to move-in prior to RENTER’S contracted date(s).

EVENT VENDOR COST:

- Booth Fee: \$25.00/Vendor/Day (Includes 1 Table, 2 Chairs and 10X10 or 10X20 Space)
- Electric: \$25.00/Space
- Internet: \$10.00/Space

VENDOR.

A Vendor is defines and a person or company offering something to sell at an Event that is not contracted as a sponsor or partner with the RENTER or MECA.

- A Vendor is allowed to setup a booth at the MECA for any event except Vendor Shows, private events, or events where RENTER holds sole discretion of vendors.

VENDOR COST:

- 10x10 Booth: \$50.00/day (Includes Electric, Internet, 1 Table, 2 Chairs)
- 10X20 Booth: \$75.00/day (Includes Electric, Internet, 1 Table, 2 Chairs)

MECA VENDOR PARTNERSHIP.

A MECA Vendor Partnership is defines as a Vendor who is a contracted Partner of the MECA. For MECA Vendor Partnership options, call the MECA Main Office at 806-894-4161.