

Vendor Guidelines

The McAllen Convention Center will host the 15th Annual McAllen International CarFest on January 31 -February1-2, 2025. CarFest features over 200 vehicles on display inside the Convention Facilities & on the adjacent parking lot. We welcome companies & businesses to come and participate by selling their products and/or services.

Note: Spaces are filled on a first come, first serve basis and are subject to approval by the McAllen Convention Center.

Location: McAllen Convention Center 700 Convention Center Boulevard, McAllen, TX 78501

Locations Available: 4-Ballroom - \$500.00 Inside Includes: 10'x10' space, 1-6ft Table, 2 Chairs

16-Room 101- \$300.00 Inside Includes: 10'x10' space, 1-6ft Table, 2 Chairs

Room 101 - \$500.00 Inside Includes: 10'x20' space, 1-6ft Table, 2 Chairs

10- Booth Vendor-\$250.00 Outside Includes: 8x10 Space area, One Table, 2 Chairs

6- Food Vendor/Truck \$250.00 -Plus 25% Outside Includes: One Tables, Two Chairs

Buy out Fee - \$150.00 (\$50.00 per day)

All sealed food products must pay a buyout fee of \$50.00 per day to OVG 360 Food Vendor's Inside, which has
exclusive right for distribution with the McAllen Convention Center.

Vendors with sealed food products must also fill out the Oak View Group Food and Sample promotion request.

Event Time: Friday, January 31, 2025 4:00 pm to 9:00 pm

Saturday, February 1, 2025 10:00 am to 9:00 pm Sunday, February 2, 2025 10:00 am to 6:00 pm

Set-Up/Move-In Time: Thursday, January 30, 2025 / 8:00am to 10:00pm - Friday, January 31, 2023 / 8:00 am to 3:00 pm

(NO MOVE-IN PERMITTED AFTER 3:00PM)

Parking: McAllen Convention Center North Parking Lot / East Parking Lot

Move-Out Time: Sunday, February 2, 2025 at 6:00pm.

Rules:

- Advertising for other services or other businesses is prohibited.
- Vendors may NOT leave/breakdown early unless excused for valid reasons. Vendors who vacate their booth prior to the
 conclusion of the event may be banned from future events.
- No outside food or beverages permitted into the McAllen Convention Center premises.
- Smoking or Alcohol consumption is prohibited by vendors &/or their representatives.
- Any soaps, perfumes, creams, oils & lotions that may come in contact with a person must follow health permitting guidelines.
- One booth may not be shared by two different businesses or vendors.
- Must display, provide information and sell merchandise within designated area.
- Children of vendors are welcome to join, however, vendors are responsible for supervising their children at all times.
- Non-complying vendors will be asked to leave the premises and may be permanently banned as vendors at the McAllen Convention Center.
- Contact us at (956) 681-3800 or at carfest@mcallen.net in advance if you will not be attending.













[Point-of-purchase merchants ONLY, i.e. merchandise you have on site to sell. Merchandise only, not services.) [I] ROOM 101- MARKET VENDOR: \$500.00 per 10' x 20' space located in the meeting rooms 3-Days [Point-of-purchase merchants ONLY, i.e. merchandise you have on site to sell. Merchandise only, not services.) [I] ROOTH VENDOR: \$250.00 per 8' x 10' space located Outside the Oval Park Bump-Out Area 3-Days [Point-of-purchase merchants ONLY, i.e. merchandise you have on site to sell. Merchandise only, not services.) [I] BOOTH VENDOR: \$250.00 per 8' x 10' space located Outside the Oval Park Bump-Out Area 3-Days [Point-of-purchase merchants ONLY, i.e. merchandise you have on site to sell. Merchandise only, not services.) [I] FOOD VENDOR! TUCK: \$250.00 / Plus 20% per 10' x 20' space located in the meeting rooms. 3-Days [Food services. MCC POS computer used on Site) Business Name: Contact Person & Title: Berief Business Description: Address: City, State & Zip: Phone: Mobile: Fax: Email: Website: Description of items to be sold: (please include photos of all items listed) TERNS & IMPORTANT NOTICES: Event vendor fees are due in full by Friday, January 26, 2024 to confirm a booth reservation. Limited space. In Note that this agreement is to participate as a Vendor, not for any sponsorship opportunities. Vendor agrees that this document, when signed below contribuding agreement. Vendor further agrees that upon McAllen International Car Fest receipt of this signed agreement, it shall be enforceable in accordance with is signing below, the individual represents and warrants that heishe is duly authorized to execute this binding agreement, it shall be enforceable in accordance with is signing below, the individual represents and warrants that heishe is duly authorized to execute this binding agreement, it shall be enforceable in accordance with its signing below, the individual represents and warrants that heishe is duly authorized to execute this binding agreement, that be enforceable in accordance with its s] BALLROOM VENDOR: \$500.00 per 10' x 10' space in the Bal
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secure our company/organization a display booth at Gar Fest.		
Spaces filled on a first come, first serve basis and are subject to approval by the McAllen Convention Center. ALL PAYMENTS ARE FINAL, NO REFUNDS.		<u> </u>
	INAL NO REFUNDS.	
Authorized Signature:Date:		authorized Signature:
r internal use only, to be filled by Car Fest Staff ONLY: Date Received:		
of spaces: Amount Due: Date Paid: Setup Notes:	Date:	internal use only, to be filled by Car Fest Staff ONLY: Date Re