THSCA

TEXAS HIGH SCHOOL COACHES ASSOCIATION
& COACHES EDUCATION FOUNDATION

Please join us for the

95th ANNUAL CONVENTION & COACHING SCHOOL

July 18-20, 2027

Henry B. Gonzalez Convention Center

San Antonio, Texas

Saturday, July 17, 2027	**8:00 AM – 6:00 PM**	**Exhibitor Move-In**
Sunday, July 18, 2027	**7:30 AM – 4:30 PM**	**Exhibits Open**
Monday, July 19, 2027	**7:30 AM – 4:30 PM**	**Exhibits Open**
Tuesday, July 20, 2027	**7:30 AM – 11:00 PM**	**Exhibits Open**
Tuesday, July 20, 2027	**11:00 PM – 5:00 PM**	**Exhibitor Move-Out**

THSCA 2027 EXHIBIT TERMS AND CONDITIONS

1. Payment & Contract Requirements

- Full payment must accompany all exhibit contracts. Contracts submitted without payment will not be considered.
- Submit contracts and review the floor plan at www.thsca.com/exhibitors.

2. Space Assignment

- THSCA reserves the right to reject any contract or remove any exhibitor from the show at any time for failure to comply with the terms outlined in this agreement.
- The THSCA reserves the right to reassign booth space or adjust the layout of the exhibit hall at its discretion. THSCA also retains full authority to determine the eligibility of any company or product seeking to participate in the show.
- Per THSCA policy, **we do not do business with companies that provide recruiting services** unless explicitly approved by the THSCA Board of Directors.
- Exhibitors may not sublet, assign, or share any portion of their assigned booth. Each booth must be contracted under a single company name.

3. Booth Sizes & What's Included

- **10' x 10' ($1,300 or $1,500):**
  - 10' x 10' curtained area
  - 8' back wall, 3' side rails
  - One 6' skirted table, 2 chairs, ID sign, waste basket
  - 4 complimentary exhibitor badges
  - Company name and booth number in listings (if received by June 1)
- **20' x 20' ($6,000):**
  - 20' x 20' area
  - 10 complimentary exhibitor badges
  - Optional on request: 4 tables, 8 chairs, 20' drape, ID sign, waste basket
- **20' x 30' ($9,000):**
  - 14 complimentary exhibitor badges
  - Optional on request: 6 tables, 12 chairs, 30' drape, ID sign, waste basket
- **20' x 40' ($12,000):**
  - 18 complimentary exhibitor badges
  - Optional on request: 8 tables, 16 chairs, 40' drape, ID sign, waste basket
- **20' x 50' ($15,000):**
  - 22 complimentary exhibitor badges
  - Optional on request: 10 tables, 20 chairs, 50' drape, ID sign, waste basket
- **20' x 60' ($18,000):**
  - 26 complimentary exhibitor badges
  - Optional on request: 12 tables, 24 chairs, 60' drape, ID sign, waste basket

- Items needed, but not listed above may be provided for a fee. Please check the Service Kit provided by Freeman for available products/services and pricing.

4. Exhibit Hall Floor Plan & Show Flooring

- The THSCA will make every effort to ensure the accuracy of dimensions and booth locations shown on the exhibit hall floor plan; however, these are not guaranteed. THSCA reserves the right to adjust the layout as needed to accommodate the overall needs of the show and its exhibitors.
- The entire exhibit hall floor, including all booth spaces and aisles, will be polished concrete. Exhibitors are welcome to bring/install or order their own flooring, but it is not required.

5. Cancellation Policy

- Cancellations must be submitted on company letterhead.
- Full refunds are granted if cancellation is received within 14 days of space confirmation.
- After 14 days, refunds are only possible if the space is resold, less a $300 per 100 sq ft administrative fee.
- No refunds will be issued after May 31, 2027.

6. Badge Policy

- Contracted space comes with 4 badges for the first 100 sq ft, and 2 additional badges per each 100 sq ft thereafter.
- Extra badges: $60 pre-ordered; $90 on-site.
- On-site badge printing (within allotment): $10 each.
- Name changes/reprints: $5 each.
- All badges must be picked up by one staff member, who is responsible for distributing them to the exhibit team.

7. Installation & Dismantling

- All setup and teardown must take place during designated times. Early teardown will not be permitted.
- The loading dock will ONLY be accessible during designated move-in and move-out times.
- Booths not set up by 6:00 PM Saturday may be reassigned.
- If exhibit materials are on the show floor, but not set up for display at the close of the installation period in absence of the exhibitor, the THSCA reserves the right to remove and store said material at exhibitor's cost.
- Texas is a right-to-work state: exhibitors may hand-unload from **personally owned vehicles only**.
- Freeman equipment cannot be used by exhibitors; assistance must be arranged in advance or on-site.

8. Display Rules & Restrictions

- Solicitations, demonstrations, distributions of promotional material, signage and all material **must be confined within the bounds of their own respective space**. Exhibits, signs and displays are prohibited in aisles, meeting facilities, guest rooms and hallways of the hotels.
- Max display height: 14 ft.
- No ceiling hanging is allowed.
- No obstructions of the view of neighboring booths; endcaps and 10x10s must keep 5 ft of side/back drape transparent. See line-of-sight diagram at www.thsca.com/exhibitors.
- No tape, tacks, writing or displays on walls/glass; use easels.
- No combustible materials or items/vehicles requiring fuel without prior THSCA/Fire Marshal approval.
- The exhibitor must surrender rented space in the same condition it was at commencement of occupancy.
- All fire extinguishing equipment shall always be maintained in plain sight – unobstructed and accessible for use.

9. Food & Beverage Policies

- Alcoholic beverages may not be served or distributed in the exhibit hall under any circumstances.

- If you plan to distribute any food or beverages (including samples), you must receive prior approval from the Convention Center's exclusive catering provider.
- Exhibitors are responsible for coordinating with the caterer directly and for any fees or compliance requirements.

10. Personnel Dress, Acceptability & Conduct

- Booth content and staff must uphold THSCA's professional standards. No shorts, jeans, or athletic wear. Acceptable dress is business casual.
- THSCA may require removal of any content or personnel deemed objectionable without refund.
- Solicitations, demonstrations, distributions of promotional material, signage and all material **must be confined within the bounds of their own respective space**.

11. Sound Policy

- Exhibitors must ensure that all audio within their booth does not exceed 75 decibels at the edge of their booth space. This is the approximate volume of a vacuum cleaner and is considered the threshold for comfortable listening without disturbing neighboring booths.
- THSCA reserves the right to monitor sound levels and request volume reductions if deemed disruptive to the show environment.

12. Drone Policy

- The use of drones or unmanned aerial vehicles (UAVs) is strictly prohibited within the exhibit hall.

13. Shipping

- THSCA cannot receive advance shipments. Contact Freeman for shipping, delivery, crate storage, and move-out support.

14. Liability & Security

- THSCA and the Convention Center are not liable for any theft, loss, or injuries.
- Exhibitors must indemnify THSCA and the venue against all claims and damages.
- Security will be on-site during non-show hours (Sunday–Tuesday).

15. Exhibit Space Assignment Order

- **Tier I – THSCA Sponsors (assigned in June 2026):**
    - Cornerstone Sponsors
    - Title Sponsors
    - Platinum Sponsors
    - Gold Sponsors
    - Silver Sponsors
    - Bronze Sponsors
- **Tier II – Paid Exhibitors (before Sept. 1, 2026):**
    - Assigned based on points earned from:
    - Number of booths purchased
    - Advertising with THSCA
    - Support of THSCEF
    - Consecutive years of participation
- **Tier III – Paid Exhibitors (after Sept. 1, 2026):**
    - Assigned in the order that the contract and full payment are received.