

2023 Winter Texan Expo Exhibitor Information Packet

Welcome Vendors!

We are excited for the 30th Annual Expo and we have worked hard to make this our best event ever.

Show dates are January 17th & 18th (Tuesday & Wednesday) at the McAllen Convention Center, 700 Convention Center Blvd., on the NE corner of Ware Road and Expressway 83, 9:00 a.m. to 3:00 p.m. Tuesday and 9:00 a.m. to 3:15 p.m. Wednesday. Move-in day is Monday, January 16th from 1:00 p.m. until 6:00 p.m. We expect that everyone moves in Monday afternoon and be prepared when the show opens Tuesday.

You also need to prepare by ordering giveaways, and we can now help you with that. Come see what we've got for you at promotionsbywelcomehome.com. If anything piques your curiosity, be sure to contact our Promotions Representative, Elizabeth Seal, elizabeth@welcomehomergv.com.

We average 10,000+++ seniors a year so plan to order flyers and cards accordingly (depending on the weather; cool, misty weather will keep them inside.)

Be sure to drop off your door prizes at the vendor registration desk!

Drape colors for the show are multicolored.

PLEASE LET US KNOW IN ADVANCE IF YOU PLAN ON DOING HEALTH SCREENINGS!!! People often call and ask this question and we would like to tell them who is offering what screenings. This is also for your benefit, so please let us know early.

Due to insurance regulations, NO GLUCOSE SCREENINGS are allowed.

McAllen Convention Center offers free Wi-Fi.

No Early Breakdown Deposit

You have paid a No Early Breakdown Deposit. This deposit is fully refundable ONLY if your booth is manned and intact until 3:15 pm on the last day of the show.

You can roll over your deposit when you sign a contract for our 31st Annual Expo for January 2024 or we can refund your deposit by mail after the show.

If you break down early, before 3:15 p.m. on Wednesday, you will forfeit your deposit.

It is very important that you pass this information to your employees!

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Entering the Convention Center

All vendors need to enter through the north loading dock daily (not the front entrance as those doors are only unlocked during show hours). Please check in at the registration booth by the loading doors. You can pick up your badges when you check in and keep them in your booth. 10' x 10' booths get 4 badges and 10' x 20' booths get 6 badges. Once you have unloaded, you must move your car to the regular parking lot. There is no parking allowed in the loading dock area.

McAllen Convention Center Rules- Please read carefully

NO outside food or beverages for personal consumption are allowed in the building

Below are rules and regulations for the convention center that you need to read. If you are giving away food or beverages it is IMPERATIVE that you read the convention center rules about that to ensure there will be no problems during the event. Unless it is hard candy, you MUST have a permit from the McAllen Health Department, 956-681-1900 and submit a sample form to Spectra, 956-681-3863.

We ask that you bring a copy of your permit to vendor registration so that we can have it on file when McAllen Health Dept. comes AND post your food permit visibly at your booth. This will help ensure that the officer does not disrupt your booth.

[Catering information for Samples & Food Promotion Requests](#)

[McAllen Convention Center Exhibitor Information](#)

Decorator and/or Shipping Information

CEMS is our contact for this Expo. For information on what to expect during set-up, tear-down and shipping to the convention center, [please click on this link for the packet](#).

McAllen Convention Center Electrical Order Form

If you need electricity for your booth, it can be secured ahead of time through the McAllen Convention Center at an additional fee or by contacting Anne Marie Martin at 956-687-5115 or at events@welcomehomergv.com.

[McAllen Convention Center electrical order form](#).

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Indemnification

You must send us the Certificate of Liability from your insurance company. You must initial and sign this form and return it to us via email events@welcomehomergv.com.

Indemnities and Insurance

- (A) Exhibitor, their agents or employees hereby covenants and agrees to indemnify the Welcome Home RGV Connection Fair, its officers and employees, and hold them harmless, and discharges them from any and all liability for loss, injury or damages to any person or persons or for any loss or damage to property, and for any loss, injury or damages to any person or persons or for any loss or damage to property occasioned by any persons attending the show during the course of the event. _____ ◀
- (B) Exhibitor, their agents or employees hereby agrees to indemnify and hold harmless the McAllen Convention Center, its officers or employees and hold them harmless and discharge them from any and all liability for loss, injury or damages sustained by reason of the occupancy and/or use of the facilities at the McAllen Convention Center, during the course of the event. _____ ◀
- (C) Insurance: It is recommended by the lessor that Exhibitor carry Comprehensive General Liability Insurance to protect himself fully with regard to any liability for loss, injury or damages to property or personal injury, damages or loss occasioned by any persons employed by exhibitor or any persons sustaining personal injury, damage or loss to as a result of your exhibit. _____ ◀
- (D) Exhibitor shall provide lessor with a Certificate of Insurance. This is merely a binder acquired from your insurance company and in most cases, there is no charge for this service. _____ ◀
- (E) If you do not carry insurance, you still must initial, sign and return this form. _____ ◀

A Signature is required below, and you must initial Items: A ◀ B ◀ C ◀ D ◀ E ◀

COMPANY NAME: _____

Address: _____ City: _____ ST: _____

Authorized Representative: _____

Printed Name and Title: _____

This form must be returned to our office prior to show dates.

Welcome Home RGV
219 W. Nolana
McAllen, TX 78504
956-687-5115 office
Email: events@welcomehomergv.com

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Hotel Information

We have contracted with the following hotels to help you plan your stay here in McAllen, Texas. To receive discounted rates, please remember to ask for group reservations and the Winter Texan Expo group rate when booking.

La Quinta McAllen Convention Center

801 S. Ware Rd

McAllen, TX 78501

[Group Rate Website](#)

Cambria Hotel McAllen Convention Center

701 S. Ware RD

McAllen, TX 78501

[Group Rate Website](#)