

Colorado Snomo Expo Vendor Show Regulations

Review these regulations before arrival. These rules are intended to keep move-in simple, protect exhibitors, and maintain a professional show environment for vendors and attendees.

**Show opens to the public:
Friday, October 23, 2026 at 4:00 PM**

**Insurance required:
Proof of insurance must be provided before
any move-in can begin.**

Booth Size

Standard booths are 10' x 10' unless otherwise noted. All booths are draped with an 8' high back drape. Booths must not have sides that exceed 4' in height at the front half and must not exceed 8' in height in the back. Booths may not block neighboring booths. Any special booth needs or non-standard booth sizes must be addressed with show management in advance.

Booth Materials

All booth decorations must be fireproofed to comply with fire regulations. Banners cannot be hung from Expo Hall conduit pipes. Propane tanks are not permitted in Expo Hall. Fuel tanks must be empty and a locking fuel cap must be installed, or filler caps must be secured with duct tape. Storage is not allowed in booth space or on the show floor. No decals or stickers are allowed on walls or rented tables.

Booth Staffing

Booths must be open and staffed at all times during show hours. Only staff members with proper show credentials may work booths. Exhibitors may enter the show floor one hour prior to opening. Do not attempt to enter the show floor at any other time during the weekend when the show is not in progress. This rule is for the security of displays and equipment.

Use of Space

Distribution of advertising or promotional material is restricted to the exhibitor's booth. No part of the booth or product may extend into the aisle. No exhibitor may assign or sublet any portion of their space to another exhibitor. No business or individual not assigned space may distribute materials or solicit business during show hours. Show management reserves the right to decline, limit, or prohibit any exhibit or part of an exhibit that, in its judgment, is not in keeping with the character of the show.

Liability

Exhibitor must carry general liability coverage as outlined in the show contract. Exhibitor assumes all responsibility for damages to the exhibit area caused by oversight or negligence. The exhibitor agrees to keep and hold harmless Tudizzle Events, LLC, the National Western Complex, their management, agents, and employees from any and all claims, liabilities, and losses for injury to persons or damage to property arising in connection with the exhibitor's use of exhibit space. Neither Tudizzle Events, LLC, Coast to Coast Trade Show Services, the National Western Complex, nor any staff member of the above will be responsible for the safety of exhibits from theft, damages by fire, water, vandalism, or other causes. All reasonable precautions will be taken by show management to protect exhibits from such losses.

Security

Security will be onsite during the duration of the show. Exhibitors will be allowed in the hall one hour before show opening with an exhibitor wristband. If an exhibitor needs to be on the show floor prior to or after published times, please see show management.

Labor

Exhibitors may assemble and dismantle their own booths. No union regulations or charges are in effect at the National Western Complex.

Sound Level

Any devices that produce sound must be operated at a level that does not disturb other exhibitors. Show management reserves the right to determine acceptable sound levels. Any special sound needs should be reviewed with show management in advance.

Cancellation

In the event of cancellation of exhibit space by the exhibitor, exhibition management shall retain as a cancellation fee all amounts paid by the exhibitor, and all fees due from the exhibitor, up to the time of cancellation. All cancellations must be in writing. If the exhibitor has no representation on the show floor by the stated opening time of the show, exhibition management reserves the right to re-sell the exhibit space or move another exhibitor into that space.

Certificate of Insurance

Each exhibitor must carry insurance for the duration of the event. Proof of insurance must be provided before move-in can begin. All required forms must be on display at the exhibitor's booth throughout the show.