

Indoor Vendor Avenue Vendor Guidelines

We are excited that you have decided to participate in our Indoor Vendor Avenue and hope that this will be a successful venture for your business.

We want to make sure that this is a pleasant experience for all by providing all vendors the following guidelines:

1. The fee for a space inside the sales area during the sale is \$75. This fee allows you space for one 8-ft. table (which you will provide) on which to display your items. If you need additional space, you must pay an additional \$75. Only one line of merchandise can be displayed per table. If you would like to display two different lines/brands, you must purchase additional space.
2. We will accept only one vendor to represent any major brands or companies. For example, we will only allow one Mary Kay Cosmetics booth or only one Pampered Chef. If you represent a major company or brand, you will want to register early to ensure your place. We can only accept a limited number of vendors to participate in the indoor vendor booth opportunity.
3. All vendors must be responsible for the setting up and taking down of their merchandise each day. If you choose to leave your merchandise set up after sale hours you may, but For Every Season and the LifePointe Community Center are not responsible for any merchandise/property damage on the Vendor Avenue.
4. All merchandise/materials must be new (or have prior approval) and must meet the approval of For Every Season. Any item(s)—materials or merchandise--not conforming to the family atmosphere of our Sale must be removed from the table upon our request with no refund of vendor fees.
5. You may have your table set up to sell your merchandise during any of the hours of the Sale. The hours of the Spring/Summer and Fall/Winter Sales are as follows:
 - a. Monday 3pm-8pm
 - b. Tuesday 4pm-8pm
 - c. Wednesday 9am-7pm
 - d. Thursday 9am-7pm
 - e. Friday 9am-8pm
 - f. Saturday 9am-5pm
 - g. Sunday 1pm-5pm
6. You may begin setting your table up one hour before each sale day.
7. Smoking is only permitted in designated smoking areas. Alcoholic beverages are prohibited at all times.

SUGGESTION: A great way to help each other would be for all of us to email our customer base to let them know about the Sale. You could gain new customers from someone else's list!

If you have any questions, please contact us. We look forward to working with you!

Thank you!
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