

Event Schedule *Hours May Adjust*

VENDOR SET-UP

Thursday
Sept. 16

- 12:30pm – 2:30pm Vendor Set-up

PRIVATE PRE-SALE DAY

Thursday
Sept. 16

- 2pm – 10pm Shopping (Volunteers, Vendors, \$\$Ticket Holders)

MEDIA FANS, GUESTS & PUBLIC DAY

Friday
Sept. 17

- 9am - 12pm (\$ ticket holders, vendor guests, Consignors)
- 12pm – 8pm (New Moms, Teacher & Hero's)

PUBLIC DAY & EARLY ACCESS HALF PRICE DAY

Saturday
Sept. 18

- 9am - 2pm Open to the Public
- 2pm – 8pm Half-Price Shopping (Consignors, Ticket Holders, Vendors and New Parents)

HALF PRICE DAY

Sunday
Sept. 19

- 9am – 3pm Half Price Day (General Public)
- 3pm Vendor Tear Down

Event Location



Grand Park
19000 Grand Park Blvd.
Westfield, IN 46074

Set-up / Tear Down

Set up time: **Thursday September 16, 2021, 12:30pm-2:30pm** **NO EXCEPTION**

Tear down time: Sunday September 19, 2021, 3pm **NO EARLIER**

Booth Amenities

- A 10 x 10 space will be provided. Vendor is responsible for bringing a table and chairs.
- * *Please consider bringing an extension cord if you require electricity. Access to electricity is not guaranteed unless arranged prior to the event. Must be purchased through ERMCO.*

Vendor Shopping

- Vendors may shop at 2pm on Thursday Sept. 16 and 3pm on Saturday Sept. 18.
 - Vendors are not permitted to shop or pull items before this time.
 - Vendors are not permitted to hold any unpaid items in their booth.
 - Security checks all booths each evening and throughout sale.
Any unpaid merchandise will be returned to the sales floor.

Vendor Guidelines

- No Helium Balloons
- No Glitter
- No Electricity (unless you have arranged prior to the sale)
- Please keep the aisles clear
- No tearing down of your booth before 3pm on Sunday.

Additional Information

- You will sell directly from your booth to the customers.
- You are not required but recommended to man your booth during all sale hours.
- There is a restaurant on-site to purchase food and beverages.
- Beyond your booth space, we will not have space to store additional inventory.
- The building is locked overnight, but we encourage you to keep your inventory covered or pack it up if you have any concerns. **We are not responsible for any loss or theft.**
- You will receive 5 guest passes. You will receive an email for guest passes effective for Friday September 17th at 9am-8pm. Passes must be shown at the door for entrance.
- Vendors are encouraged to share our social media posts in advance of and during sale. Please also RSVP to our Facebook event and use the share button to invite your friends and customers. The more you tell, the more you'll sell!

