



MARKETPLACE

Vendor Guidelines & Notes

1. Booth space will be assigned prior to the Barn Sale upon receipt of the completed application . Booth space dimensions vary a bit. Please set up in the space you are assigned.
2. Vendors/Demonstrators are responsible for their own tents, extension cords, tables, lights, and other equipment. If you have a tent space, please use a white or tan tent.
3. Vendor set up time: Set Up Time, Thursday: 10 a.m. – 8 p.m. or Friday: 7 a.m. – 9:30 a.m. *(must be set up by 9:30 a.m. on Friday)* & Tear Down Time, Saturday: 4 p.m. - 8 p.m. If you need additional time, please let us know.
4. Except for during set up and take down- cars, trucks, or trailers will not be permitted to park on the grounds without specific permission from the organizers.
5. Vendor Parking will be located to the right of the white barn. There will be a vendor entry gate for your convenience. Each booth will receive one vendor parking passes and 2 admission lanyards. If you need more than two, please let us know by emailing info@asouthernmarketplace.com.
6. Loading/ Unloading: We want to help you all as much as possible. If you need help loading or unloading during set up and tear down times, please let us know by emailing us at info@asouthernmarketplace.com know so we can make sure to have someone available to help.
7. Wifi will be provided to vendors only. We ask that you use it strictly for sale transactions. As you know wifi is always a bit tricky even if you have the very best. It can have some issues due to weather interference or when multiple people use it at the same time. We will do our best to provide wifi during the entire event, but please understand we can not prevent outages for things that are beyond our control. Please do not share the wifi password, or use the wifi for any other purposes other than for credit card transactions. If something does happen and wifi is temporarily unavailable, we ask that you use the offline mode of your square or credit card processor. There's an offline mode under settings where you can still accept credit cards if something were to happen to the wifi. Once you get wifi again then your credit cards will go through. Please let us know if you need help or have any questions regarding wifi.

A *southern*

MARKETPLACE

8. Recycling is encouraged! Please, help make this a green event. Bins are located on the grounds, please feel free to use them.
9. Please keep your area clean during the festival, and leave your space litter-free when you depart.
10. There is water available if requested. Electricity is also available on limited basis. Please, if you require power for anything, let us know before the sale.
11. Alcoholic beverages are not permitted during the event for safety reasons. Also, please refrain from smoking in or around the booths.
11. The Barn Sale organizers reserve the right to approve or deny the participation of the applicant and all decisions of the event coordinator are final.

Just a note:

We encourage you to use all the space you are given, along with making your booths warm and inviting with a touch of vintage flair. We will have a contest for the most appealing booth space this fall and will send you the details closer to that time. We want everyone to take a step back and enjoy the days of old in reality. Folks love the vintage feel so we encourage you to utilize and decorate your space to create that warm and inviting atmosphere. Some helpful tips of creating that look and feel can be accomplished from things such as: adding plants, flowers, old sheets, lace, etc. We will also be giving away our barn sale tote bags to each customer who shops with at least 5 vendors(while supplies last). There is no cost to you, our vendors. It is just a way we thought of that could encourage shoppers to buy from multiple vendors because we want you all to be successful. We look forward to seeing you all this fall.

Thank you so much for your time, dedication, and support!