



# TEAM JLYONS HOLIDAY BAZAAR

## Information Sheet

- The bazaar will be held on Saturday, November 28, 11:00 am – 5:00 pm at the Copperas Cove Civic Center located at 1206 Ave B, Copperas Cove, Texas 76522
- Setup time is 9:30 am – 11:00 am. Vendors must sign-in with event staff upon arrival.
- Vendor applications will be accepted starting August 1. Team JLyons reserves the right to approve/disapprove all applications. We will accept only one independent consultant per company or product line. (Scentsy, Avon, Color Street, etc)
- Vendor fees:
  - 10 X 10 indoor space      \$35
  - 10 X 10 outdoor space      \$30
  - 8-Foot table w/ 2 chairs      \$5
  - Food Truck Vendor      \$50
- Vendors are responsible for providing all display fixtures to include tables, and other equipment for a 10 x 10 setup area. Some 8-foot tables and chairs will be available for rental inside the facility.
- Food vendors will have a City of Copperas Cove health certification displayed.
- Displays and products may not extend into the aisles or other vendor space.
- No attachments may be made to interior or exterior walls, doors, windows, furniture, or equipment.
- Vendors may not solicit, advertise, or hand out any information outside of their reserved spaces.
- All tables must be covered and all sale items displayed in an orderly manner. Excess items and containers/boxes will be stored under tables.
- Vendor spaces may not be sublet or shared with other vendors.
- Guns, knives, CBD/tobacco products, alcohol, open flames, straw, hay, sand, glitter, confetti, rice, sequins and artificial snow are prohibited.
- No fire exits, exit signs or air system inlets or outlets may be blocked at any time. Vehicles left unattended in fire lanes will be towed at owner expense.
- At no time shall vendors tamper with and/or attempt to adjust heating/cooling thermostat. Locate the employee on duty and relay the request so he/she can make proper adjustments.
- Vendors are responsible for cleaning areas and removing all items and trash NLT 6:00 pm.
- Refunds will ONLY be made if Team JLyons cancels this event.