

Presented by



JAMES AVERY  
artisan jewelry

# BusinessExpo-2022

## VENDOR SETUP AND TAKEDOWN INSTRUCTIONS

Booth set-up can begin Friday at 9:00 am until 4:30 p.m. **TAKE DOWN CAN NOT BEGIN EARLIER THAN 3:00 p.m. CANCELLATION OF BOOTH MUST BE MADE 15 DAYS IN ADVANCE OF EVENT FOR A REFUND**

### Booth Information

Each exhibitor will be provided with one draped 10x10 with an 8-ft table or 10x8 with a 6-ft table and two chairs.

- **Vendors must stay open till 3 pm on Saturday, August 6<sup>th</sup> – NO EXCEPTIONS**
- Vendors are encouraged to provide a prize at the end or after Expo (Vendor will be responsible for contacting winners - Chamber will NOT be announcing winners)
- Vendors are welcome to sell their merchandise or food on both days.
- **NO open flames are allowed in the building.**
- **If using electricity – the vendor must bring their own extension cords and power strips.**
- Vendors **CAN** give out food samples, drinks, or logo products.

Any Questions Please Contact us at the Chamber  
830-896-1155 or Email [pilar@kerrvillechamber.com](mailto:pilar@kerrvillechamber.com)