

Vendor Booth Rules & Guidelines

To ensure a safe, welcoming, and successful event for all participants and guests, all vendors must adhere to the following rules and guidelines:

1. Vendor Purpose

- Meet the Blues vendor booths are **informational and community-focused**.
- **No items may be sold** at vendor booths. This includes food, merchandise, or services of any kind.
- Vendors are encouraged to provide **free promotional items or giveaways** (e.g., brochures, flyers, branded items, educational materials, treats) for guests.

2. Set-Up & Tear-Down

- **Set-up time: 4:30 PM – 6:00 PM only**. Early or late setup is not permitted.
- All booths must be **fully set up and ready** by the start of the event.
- Tear-down may begin **only after the event concludes** and must be completed promptly.
- Vendors are responsible for removing all materials and trash from their booth area.

3. Booth Space & Equipment

- Booth space will be assigned by event organizers.
- Vendors must remain within their designated booth area.
- Tables, chairs, tents, and displays must be **safe, stable, and professional in appearance**.
- Electricity is not guaranteed.

4. Giveaways & Promotional Items

- All giveaway and promotional items must be **family-friendly and appropriate** for a general audience.
- No amplified sound or music.

5. Conduct & Safety

- Vendors and staff must always conduct themselves in a courteous and professional manner.

- Blocking walkways, entrances, or neighboring booths is prohibited.
- All displays must comply with **local fire, safety, and venue regulations**.

6. Liability & Responsibility

- Vendors are responsible for their own materials and personal property.
- Meet the Blues organizers are **not responsible for loss, theft, or damage** to vendor property.