

Do's & Don'ts

Vendor Do's

- Do wear a smile and be engaged with shoppers!
- Do have floor covering for your entire booth, from drape to drape.
- Do invite shoppers into your booth. If you have a barrier (table or other items) blocking off your booth, shoppers won't feel like you want them to shop at your booth.
- Do take returns for any items sold during the show.
- Do get to know your neighbors. It's easier to address any issues if you are already friendly with your booth neighbors.
- Do refrain from spending time on your cell phone. Typically, if a shopper sees you're on your phone, they won't enter your booth.
- Do arrive before the show opens each morning. With large numbers of shoppers attending, be prepared to have crowded parking lots and lines to get in the door.
- Do wear your vendor badge at all times. Our security staff has been instructed by us not to let anyone through who is not wearing their badge.
- Do contact a show team member if you have issues onsite so they can be addressed and fixed. We can't fix an issue if we don't know about it! Please familiarize yourself with the location of our on-site show office.
- Do plan to restock your booth either in the morning before the show opens or in the evening after the show closes.



Vendor Don'ts

- Don't use carts/trolleys/handcarts in the aisle during open show hours.
- Don't eat in your booth while the show is in progress.
- Don't send shoppers to the bathrooms to try on clothing! This is unsanitary and our bathrooms get packed with shoppers who really need to use the restroom.
- Don't give your complimentary tickets away at the entrance. If you need to give away tickets on site, please place them in will-call.
- Don't pack up your booth before 5:01 pm on Sunday, our shoppers want to shop until the last minute! Packing up your booth early also will be taken into consideration for placement for next year's show.