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For Vendor Questions Contact:

 Laurie Castañeda 279-200-2864 SacBusinessBoutiques@gmail.com

Thank you for your interest in participating in the 3rd Annual Sacramento Premier Holiday Expo hosted by Tranzformation Events & Public Relations in partnership with Sac Business Boutiques.

**It will be held at the**

**Scottish Rite Masonic Center**

**6151 H St, Sacramento, CA**

**Saturday, November 23rd, 10am – 6pm**

***\*Please READ the application carefully\****

**EXPECTATIONS & IMPORTANT DETAILS:**

 **ADVERTISING:** There will be extensive marketing and advertising by Tranzformation Events & Public Relations and Sac Business Boutiques. However, we know that your business is increased by the amount of advertising you create through your own clientele, family and friends.

* You will be expected to “POST” and “SHARE” the Sacramento Premier Holiday Expo event page ([on Facebook](https://www.facebook.com/events/420589778543914/?active_tab=about), Instagram, Linkedin) in your business pages and personal page and “**INVITE FRIENDS**” from within the FB event page.
* Please create your own ads and “**SHARE**” them to your personal & business Instagram and Facebook pages as well as to any social groups that allow personal business advertising such as: [@Natomas Home Based Businesses](https://www.facebook.com/groups/natomashomebasedbusinesses/) ,  [@Sacramento Vendors](https://www.facebook.com/groups/SacramentoVendors/), [@SacramentoCrafters](https://www.facebook.com/groups/204679707121199/), [@Natomas Homemade, Homegrown, and Handcrafted](https://www.facebook.com/groups/natomashomemadehomegrownandhandcrafted/), [@Sacramento Artisan’s Marketplace](https://www.facebook.com/groups/1646123628933121/), etc.

(Facebook Trick: To keep your ad at the top of the page, place a “comment” in your post.)

**SET UP**

* Set up will begin at 8am and completed by 9:30am and ready to open at 10am.
* **BLACK FABRIC FLOOR-LENGTH TABLECLOTHS** are required for **ALL booths** this year for elegance and uniformity. If you don’t have a black tablecloth, [Amazon](https://www.amazon.com/s?k=%EF%81%B6+BLACK+FABRIC+FLOOR-LENGTH+TABLECLOTHS&ref=nb_sb_noss) has the best prices.
* You may begin dismantling your booth at 6pm (no sooner).
* Please bring your own trash bag to remove any trash you may accumulate.
* Booth fees are non-refundable.

**BOOTH SPACE**

* Only items you list on this application will be allowed to be sold. Only one business per booth.
* All displays must be within your booth space and not protruding into the isles.

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**BOOTH FEES:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **SIZE** |  | **EARLY BIRD SPECIAL**Expires October 15th | **REGULAR PRICE**Deadline November 10th | **TOTAL** |
| 6x8 Space | Does not include table | $100 | $199 |  |
| 6x16 Space | Does not include tables | $199 | $399 |  |
| 10x10 Space | Tent/canopy acceptable Does not include tables | $250 | $499 |  |
| Commercial Business 6x8 Space  | 1-25 Employees |  | $350 |  |
| Commercial Business 6x8 Space  | 26+ Employees |  | $500 |  |
| Outside Food Truck |  |  | $100 |  |
| Electricity | Limited spaces | $30 |  |  |
| 6’ Table | Does not include tablecloth | $15 |  |  |
| 2- 6’ Tables Connected | Does not include tablecloth | $30 |  |  |
| Chair |  | $5 |  |  |
|  |  |  | **TOTAL** |  |

**Payment will be expected within 3 days once you receive your CONFIRMATION LETTER**

Have you participated in any of the previous Sacramento Premier Holiday Expos?

How did you hear about this event?

**EARLY BIRD SPECIAL**

Once you pay the Early Bird Special you have priority for your room and booth choice based on first come first served.

 Outer Lobby (Entrance) Inner Lobby Memorial Hall

#1 Booth Choice: #2 Booth Choice: #3 Booth Choice:



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First Name: Last Name:

Address: City: State: Zip:

Email:  Phone:

Name of Your Business:

List the Products You Sell:

Website: Facebook:

Instagram: Other:

By signing this application, I am agreeing to abide by the Expo’s expectations included in this application. I understand that publicity photos of me, my products or my booth may be taken and used for future events.

I understand that I am applying for booth space and that my application is not a guarantee of acceptance. Confirmation of acceptance will be sent within 3 business days upon submission of my application. I agree to send the minimum deposit or full payment within 3 days after receiving my confirmation of acceptance.

SUBMISSION: Online application, include 4-5 individual product pictures as well as a picture of your typical booth set up, to: SacBusinessBoutiques@gmail.com

Thank you for applying for the Sacramento Premier Holiday Expo. We look forward to seeing you there.

***Your Signature:*  Date:**

 









































































































