



March 14-16th
NEW BRAUNFELS CONVENTION CENTER

New Braunfels Spring Market - Check In Letter

March 14-16th, 2025

Address:

New Braunfels Convention Center

375 S Castell Ave, New Braunfels, TX 78130

General Admission Hours:

Friday 10:00 am-4:00 pm | Saturday 10:00 am-5:00 pm | Sunday 11:00 am-4:00 pm

Set Up: Thursday 10:00 am- 7:00 pm

Break Down: Sunday 4:00 pm-8:00 pm

Vendor Post

We kindly ask for your support in spreading the word about your participation on social media. By sharing



your participation and inviting your followers to visit your booth, you can help us create excitement and attract even more visitors to the market to shop with you in person! Here is a sample image to use, and a coupon code to share!

COUPON CODE: "NBSHOPPER" for 1/2 price tickets, one per email.

Tickets can be purchased on our website here:
<https://homefortheholidaysgiftmarket.com/tickets>

Parking

Parking is VERY limited at this venue. Please park your trailers at your hotel if possible, or right down the street on Hill Ave. as indicated on the map (next to Co-Op and the traintracks)



Exhibitors may enter the show each day one hour prior to opening to the public.

Show Drape Color - White

Check-In & Set-Up

Vendor check-in will be located in the back of the building at the loading dock. This is where you will load in. We are not allowed to use the glass doors for load-in!

We will have helpers to assist you if needed for load-in and load out, they do work on tips, this is not a complimentary service! Please be sure to bring your own dollies, we do not supply them for vendor use. Please finish unloading your product and move your vehicles before you start setting up.

Booths that have not checked-in by 6:00 pm on Thursday will be released and will result in automatic loss of space assignment, and loss of all deposit. There will be no setup allowed once the show doors are open, no exceptions. No

dollies are allowed in the building and no product/boxes are allowed in the aisles once the show doors are open.

Tables and chairs are available for rent and will be located at the loading check in area. Please let us know when you check in if you have reserved tables. Only 6 ft tables are available at this market, they are \$10 each to rent.

Booth Set-Up

When setting up your booth, please stay within your designated booth space. Please do not place displays, racks, etc. outside of your booth line. Exhibitors will not be allowed to stand in the aisles, or walk the aisles handing out literature. All selling should be conducted within your booth.

Staples, pins, nails, stickers, paint, masking tape and duct tape are not allowed on walls, floors, windows, posts or drapes.

Break Down

Please do not break down your booth before the show is over while our customers are still shopping. No dollies are allowed on the floor while the show is still open, no exceptions. This is strictly prohibited, not only does it bring the show to an end early in the area which you are located, it interferes with other paying vendors and customers still shopping at the event. If this occurs, you will not be invited back to future events.

To ensure a smooth loading out process for everyone, please finish packing up your product before you pull your vehicle/trailer to the loading dock.

Food Vendors

If you are a food vendor that will be sampling, please remember to apply for your food permit here: <https://www.nbtexas.org/FormCenter/Planning-and-Development-Services-15-15/Temporary-Food-Service-Establishment-App-170-170>

Gift Certificates

Each booth is required to participate in our \$20 gift certificate drawings for customers at every market.

These are printed prior to the show and used for online giveaways, door prizes, etc. No change is given for unused value. We do not reimburse gift certificates, you do not need to turn these in to us.

The number of gift certificates donated is as follows:

- Table Space, 10x10 & 10x15 Booths: 1 Certificate
- 10x20 Booths: 2 Certificates
- 10x30 & Up: 3 Certificates

We hope everyone has a fantastic show!

Stacie, Katelyn, Quincy, Robert, and Tammy



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