



check in letter

HFTH Market of Rosenberg | October 23-25th, 2026

HOURS & ADDRESS

Address:

Fort Bend County Fairgrounds
4310 TX-36 S, Rosenberg, TX 77471

General Admission Hours:

Friday 9 am-5 pm | Saturday 9 am-5 pm
Sunday 11 am-4 pm

Set-up Hours:

Thursday 10 am-6 pm
Check-in by 5 pm

Break Down: Sunday 4 pm-8 pm

CHECK IN & LOADING

- There will be no Friday morning check-in.
- We will have a check-in table setup at the front of Building C.
- Loading doors are at the front and back of each building.
- We will have helpers to assist you if needed for load in and load out, they work on tips, this is not a complimentary service. Please be sure to bring your own dollies.
- Please finish unloading your product and move your vehicles before you start setting up.
- Booths that have not checked in by 5 pm on Thursday will be released and will result in automatic loss of space assignment, and loss of all deposit.
- There will be no set up 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.

PARKING (MAP ATTACHED)

Trailer and vendor parking is not allowed behind Building B and C. This area will have food trucks with seating and vendors set up.

Trailers and vehicle parking is in the BLUE LOT right next to Building B. There is a gate walkway that connects directly to the back of the building.

PLEASE VIEW MAP ON NEXT PAGE!

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

Tables and chairs

8 foot only, complimentary to use at this market, there are tables available in each building. Feel free to grab what you need. Chairs are free to use.

Electric

Electric needs to be purchased ahead of time. Electric may not be available to add at the show, and will incur an additional \$50 late fee. Please bring your own extension cord, we do not supply these.

Wifi

Free guest wifi is available at the building. A personal wifi code may be purchased at the fairgrounds office during their business hours.

We recommend that vendors bring their own personal hotspot for uninterrupted connectivity as a backup.

Booth Setup

All booths need to be complete 1-hour before the show opens.

When setting up your booth, please stay within your designated booth space. Do not place displays, racks, etc. outside of your booth line. Vendors will not be allowed to "sell in the aisles", all selling should be conducted within your booth. Staples, pins, nails, stickers, paint, masking tape and duct tape are not allowed on walls, floors, poles or drapes.

Booth Appearance

We will be setting up RED drapes behind and between vendor booths. Half booths may not have drapes depending on location.

This is a holiday shopping market, please decorate your booth accordingly! This could be a few trees, garland or lights to accent your booth. Tablecloths are required and should be floor length, do not leave boxes/storage showing under your tables.

Decorative tables do not require tablecloths.

Market Map

You can view your booth location on the map prior to the show on our vendor portal. We reserve the right to make slight adjustments due to product separation, sizing, electric needs, etc. Please log back in before the show to confirm location.

Lunches

We will have food trucks serving lunches at the back of building B/C. There are picnic tables here for seating.

Break Down

Packdown begins at 4 pm on Sunday; vendors are not allowed to break down before the market ends. No dollies are allowed on the floor while the show is still open, no exceptions. 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.

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

Food Vendors

Vendors that are sampling food items will need to obtain a health permit at least 7 days prior to the show to avoid late fees.

<https://rosenbergtx.gov/DocumentCenter/View/149/Temporary-Food-Permit-Applicant-Information-Packet-PDF>

We look forward to seeing you all and hope everyone has a fantastic show!

-Stacie, Katelyn, Quincy, Noah, Kaden



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PARKING MAP



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*Home for the Holidays
Market of Rosenberg*

OCTOBER 23-25TH

FT. BEND COUNTY FAIRGROUNDS

FRI. 9-5 PM | SAT. 9-5 PM | SUN. 11-4 PM

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