



check in letter

Hollydays Market of Waxahachie | Oct 9-11th, 2026

HOURS & ADDRESS

Address:

Waxahachie Civic Center
2000 Civic Center Ln, Waxahachie, TX 75165

Event Hours:

Friday 9:00 am-5:00 pm | Saturday 9:00 am-5:00 pm | Sunday 11:00 am-4:00 pm

Set-up Hours:

Thursday 10:00 am-7:00 pm
Check-in by 6 pm

Break Down: Sunday 4 pm-8 pm

CHECK IN & LOADING

- We will have a table for check-in set up at the back loading dock. The loading dock is at the back of the building.
- No Friday morning check-in.
- 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 payment.

LOADING IN/OUT

- The loading dock is at the back of the building. The building does not allow us to load in through the glass doors with dollies.
- 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.
- 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)

Please park trailers along the grass at the back of the building. Vendor Parking is located in the lot near the loading dock (indicated on map). Customer Parking is reserved by the two ticket entrances.

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

Tables and chairs

Tables and chairs may be rented at check in. 8 ft only
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 wifi is available at the building, password will be at check in table. 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.

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. 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

All food vendors that are sampling their food items must register your temporary food permit at least 10 days prior to event. If you are not sampling, you do not need a health permit.

You can register for your permit online here: <https://waxahachietx-energovpub.tylerhost.net/Apps/SelfService#/home>

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



SOCIAL MEDIA SHARE

Shop with me at
*Hollydays Market
of Waxahachie*

OCTOBER 9-11TH
WAXAHACHIE CIVIC CENTER
FRI. 9-5 PM | SAT. 9-5 PM | SUN. 11-4 PM
WWW.HOMEFORTHEHOLIDAYSGIFTMARKET.COM