



check in letter

Autumn Acres Market | Sept 12-13th, 2026

HOURS & ADDRESS

Address:

Gerald D. Young Facility
L.D. Robinson Pavilion
5825 Katy Hockley Cut Off Rd, Katy, TX 77493

General Admission Hours:

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

Set-up Hours:

Friday 9:00 am - 6:00 pm
Check-in by 5 pm

Break Down: Sunday 4 pm-7 pm

CHECK IN & LOADING

- We will have a table for check-in set up inside the front of the building.
- No Saturday morning check-in.
- Booths that have not checked in by 5 pm on Friday will be released and will result in automatic loss of space assignment, and loss of all payment.

LOADING IN/OUT

- The loading docks are located on both sides of the building. Foyer booths may load in through the front. We will point you in the direction of the best area for you to load in at check-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.
- 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)

We have a designated area for trailer and vendor parking. Please view the map below for parking instructions! Vehicles are not allowed to be parked on the grass.

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. 6 ft are available to rent for \$10

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. 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

Vendors who are selling or sampling must apply for a health permit at least 5 days prior to the market. Link located on the Participating Vendors page of our website.

Here is the direct link to apply:

<https://app.smartsheet.com/b/form/cbf6d0d9e45d4bf58b436f4041e5876a>

Does not apply to Cottage Bakers

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