



WINDSTONE COLONY HOA

SMALL BUSINESS

Saturday



WINDSTONE
COLONY
HOA

VENDOR RULES & GUIDELINES



EVENT DATE
SATURDAY,
SEPT 19, 2026



EVENT TIME
10:00 AM – 4:00 PM



VENDOR SETUP
7:00 AM – 10:00 AM



EVENT BREAKDOWN
4:00 PM – 6:00 PM

THANK YOU
FOR SUPPORTING
LOCAL!

LOCATION: 19623 WINDYSTONE DRIVE, KATY, TX 77449



VENDOR AGREEMENT

Submission of a vendor application and payment of the vendor fee constitutes acceptance of all event rules and guidelines established by Windstone Colony HOA.

VENDOR SPACE FEES

INSIDE SPOTS

\$40

Inside the Building
(Limited Availability)

OUTSIDE SPOTS

\$30

Outdoor Spaces
(Limited Availability)



CHECK-IN & SETUP

- All vendors must check in with the event coordinator upon arrival before setting up.
- Set up only at your assigned spot.
- Vendor setup is from **7:00 AM – 10:00 AM** and must be completed by **10:00 AM**.
- Displays must remain within your assigned space and must not block sidewalks, walkways, entrances, exits, or other common areas.
- Please be courteous and respectful of neighboring vendors and keep aisles clear for guests.



PARKING

- Vendor parking is along the street.
- Do not park in fire lanes, reserved spaces, or block resident driveways or emergency access routes.



FOOD VENDORS

- Food and beverage sales are not permitted unless prior approval has been granted by Windstone Colony HOA.
- Approved food vendors must obtain any required permits and comply with all applicable local health regulations.



NOISE

- Music, microphones, speakers, generators, or other amplified sound devices are not permitted without prior approval from the HOA.



CHILDREN

Children accompanying vendors must remain under adult supervision at all times.



WEATHER POLICY

- This event is rain or shine unless otherwise determined by Windstone Colony HOA.
- In the event of severe weather or cancellation by the HOA, vendors will be notified as soon as possible.
- Vendor fees are non-refundable.



CANCELLATIONS & NO-SHOWS

- Vendors who are unable to attend should notify the HOA as soon as possible.
- Vendor fees are non-refundable.



LIABILITY

Windstone Colony HOA is not responsible for:

- Lost, stolen, or damaged merchandise
- Damage to vendor equipment or displays
- Customer refunds, returns, exchanges, or disputes
- Personal injury or property damage related to vendor operations

All vendors participate at their own risk and are responsible for securing their merchandise and equipment throughout the event.



PHOTOGRAPHY

By participating in this event, vendors grant Windstone Colony HOA permission to photograph or record their booth for use in future HOA newsletters, websites, and social media promotions.



HOA RIGHTS

Windstone Colony HOA reserves the right to refuse, remove, or relocate any vendor whose products, conduct, display, or activities are deemed unsafe, offensive, disruptive, or inconsistent with the family-friendly nature of the event.

The HOA also reserves the right to interpret and enforce these rules and make final decisions regarding vendor participation to ensure the safety, success, and enjoyment of the event for all attendees.



VENDOR FEES

All proceeds collected from vendor space fees will be donated to a charity selected by the Windstone Colony HOA Board of Directors.

Thank you for supporting both our community and a



EVENT BREAKDOWN

- Sales conclude promptly at **4:00 PM**.
- Breakdown will begin at **4:00 PM** and must be completed by **6:00 PM**.
- All merchandise, displays, tables, equipment, and personal belongings must be removed from the property by **6:00 PM**.
- Vendors are expected to leave their space clean and free of trash before departing.

We appreciate your participation and look forward to a successful Small Business Saturday! Thank you for supporting local businesses, strengthening our community, and making this event a great experience for everyone!

Thank You! ❤️