



ODAC Christmas Bazaar – Vendor Q&A

Please read carefully before submitting your application.

How much are booth spaces?

\$60 – 1 Standard booth (no electricity) | **\$70** – 1 Booth with access to electricity

All booth spaces are **10x10**, with a maximum of **2 booths per vendor**. Please note: Wall spaces are designated as electric booth spaces. Vendors requesting a wall location must purchase an electric booth.

Are all vendors who submit an application approved?

No. The ODAC Christmas Bazaar is a **curated holiday market**, and not all applicants will be accepted.

Due to the continued growth and popularity of this event, we receive a high volume of applications each year. Vendors are selected based on:

- Product quality and presentation
- Originality and craftsmanship
- Holiday and gift-giving relevance
- Overall vendor balance within the event

We prioritize vendors offering handmade goods, artisan and agricultural products, boutique retail, and a limited number of direct sales vendors.

Is this event first come, first served?

No. The ODAC Christmas Bazaar **no longer operates on a first come, first served basis.**

All applications are collected during the application window and reviewed after the deadline. Vendors are then selected through a curated process to ensure a high-quality and well-balanced event.

When is the application window?

Applications will be accepted from: **June 1, 2026 – July 1, 2026.** Applications submitted outside of this timeframe will not be considered.

When will I know if I've been accepted?

Vendors will be notified of their acceptance status by **mid to late July.**

Please note: **Submission of an application does not guarantee acceptance.**

When is payment due?

No payments will be accepted at the time of application submission.

Upon acceptance into the event, vendors will be provided with payment instructions.

Accepted vendors must submit payment **within 30 days of their acceptance notice** to secure their booth space. Failure to submit payment within this timeframe will result in forfeiture of the booth, and the space will be offered to a vendor on the waitlist.

Do you allow direct sales vendors (Mary Kay, Scentsy, etc.)?

Yes, but only in limited numbers. Direct sales vendors are approved in moderation to maintain variety within the event. Acceptance is based on overall vendor balance.


What types of vendors are NOT accepted?

We do not accept:

- Vendors selling mass-produced resale items
 - Businesses offering services (construction, insurance, etc.)
 - Vendors with products not aligned with a holiday or gift-giving theme
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Do you allow food and drink vendors?

We allow **pre-packaged food items only**, provided they are made in a licensed kitchen and approved by the Virginia Department of Health.

 Vendors are **not permitted to prepare or sell food or beverages for immediate consumption onsite**, including items such as “dirty sodas” or similar drinks.

ODAC may bring in separate, approved food vendors outside of the vendor application process.

Does ODAC provide tables, chairs, or extension cords?

No. Vendors are responsible for bringing all necessary setup materials for their booth.

Can I request a wall space without purchasing an electric booth?

No. All wall spaces are designated as **electric booth spaces**.

Vendors who wish to be placed along the wall must purchase an electric booth, regardless of whether electricity is needed.

This policy ensures fairness and consistency for all vendors and helps maintain an organized event layout.

Can I request a specific booth location?

You may include requests (such as being near another vendor) in your application.

While we do our best to accommodate requests, **placement is not guaranteed** and is based on event layout and vendor balance. If the vendor you have requested to be placed beside has an electrical booth and you have a non-electric booth, or vice versa you will not be placed beside each other.

What time can vendors arrive to set up?

- **Friday Setup:** Scheduled time slots throughout the day
- **Saturday Setup (limited):** 6:00 AM – 7:00 AM

Vendors will be assigned a setup time in advance.


How does vehicle unloading work?

Vendors are permitted **one scheduled 30-minute window** to have their vehicle inside the arena for unloading.

After the 30-minute window:


- Your vehicle must be removed from the arena
- You may return to continue setting up your booth after parking

 Arena doors will close at **4:30 PM on Friday** and reopen at **6:00 AM on Saturday**.

 All vehicles must be out of the arena by **7:00 AM on Saturday**.

When can I break down my booth?

Vendors must remain set up for the full duration of the event (**8:00 AM – 4:00 PM**).

 Early breakdown is not permitted and may affect future participation.

Vendors who sell out may begin packing early but must do so respectfully and without disrupting the event.

Can I bring my pet as a vendor?

No. Only **service animals** are permitted.

What are the expectations for vendor behavior?

This event is organized and managed by a single individual, and we ask that all vendors maintain a **professional, respectful attitude** throughout the process.

Disruptive or uncooperative behavior may result in removal from the event without refund and disqualification from future participation.


Does the venue have WiFi?

Yes, but connection speeds may vary due to high usage. We recommend having a backup payment method.

Where should vendors park?

Vendors will receive parking instructions prior to the event. Early arrival allows for the best parking availability.

What is the best way to contact ODAC?

 **Email is the preferred method of communication:** odacsales@gmail.com

Due to the high volume of interest in this event, we experience a significant influx of phone calls. As this event is managed by one individual, phone calls may not always be returned promptly. Please do not call the office number repeatedly if you do not reach us the first time. Kindly leave a message and your call will be returned when we are able.

 **Email responses are always guaranteed in a timely manner.**