

Christmas Bazaar Q&A

PLEASE READ BEFORE SUBMITTING YOUR APPLICATION

Are all vendors who submit an application approved?

No, not all vendors are accepted. This is an incredibly popular event that is often flooded with applications. While booth spaces are first-come, first-served spaces are not automatically guaranteed. The goal of the Christmas Bazaar is to feature vendors offering holiday gifts, seasonal items, and similar products for the Christmas season. We prioritize handmade and unique items, while also allowing a limited number of select commercial brands that fit the gift-giving theme.

Only one vendor is permitted per commercial brand (i.e. one Mary Kay consultant, one scentsy vendor, etc.). If you are a commercial brand vendor, please reach out to ensure that we have not already booked a vendor that sells the same products.

This event is **not** intended for businesses offering services or unrelated products (such as construction, pools, insurance, etc.). In addition, due to strict health department regulations, no vendors are permitted to sell foods or beverages prepared onsite.

When is the application window opening & closing?

October 20th. **You will need to submit both the application AND payment for your application to be considered. I would recommend debit or credit payments as the mail sometimes causes you to miss out if your check or cash is delayed.**

If you would like to receive an application, please send an email with what products you sell and your contact information to odacsales@gmail.com. I will get back to you as soon as possible. Please keep phone calls to an absolute minimum. I am a one man show and cannot keep up with mass amounts of in office calls.

This event rarely needs a close date due to how quickly it fills. The official due date would be November 7th, 2025 at 3:30pm, however, I would not recommend waiting this long. You just might end up being too late.

Do you allow food and drink vendors?

The only food vendors we allow are those selling pre-packaged goods. ODAC does submit those selling pre-packaged goods to the health department and they contact each to ensure they are properly licensed.

However, no vendors are permitted to prepare food or beverages onsite for the event. There is a food truck that we bring in separately from the vendors who are licensed, and

approved to serve prepared foods onsite. There are strict health department restrictions for **preparing** food or beverage onsite so we do not allow it. If you have pre-packaged goods, you are welcome to sell if you have approval from the VA Dept of Health!

Does ODAC provide tables and chairs?

No. Vendors will need to bring everything they need for their booth space.

What does each booth cost and what is the size of the space?

\$50.00 for one booth without access to electricity (middle spaces). \$60.00 for one booth WITH access to electricity (wall spaces). ODAC does not refund booth spaces for any reason. There is a limit of 2 booths per vendor. Each booth is 10x10.

Can I get a booth without electricity that is along the wall?

No. If you would like a wall space, you will need to pay for a \$60.00 booth.

Can I have the same spot that I had in years past?

I do my best to accommodate everyone's requests, however, this is not a guarantee. Especially for vendors who prefer a space inside the conference room area – this space fills the quickest and has the least amount of available spaces.

What time can vendors arrive to set up?

There is a designated vendor set up day on Friday, November 28th (the day before) from 7:30am until 4:00pm. You are permitted ONE PRE-SCHEDULED 30 minute window to unload and remove your vehicle from the arena. Please park and walk back to the arena if you need to return to your booth to continue setting up after your timeslot.

If you are traveling from afar, there are a select few set up slots that I can permit on the morning of the event. All vehicles are required to be OUT of the arena by 7:00am so all the doors can be shut and the heat cut on to warm the space. If you are late to your set up time, you will not be permitted to drive your vehicle into the arena.

When can we break down our booth(s)?

Vendors are required to keep their booth up and manned for the duration of the event (8a-4p). Vendors who completely sell out of products are the only exception to this rule. If you are noted breaking down before the event is over, you risk losing your vendor spaces next year. We do keep track of these occurrences.

Vendors are asked to break down their booths immediately following the event. There is no separate break down time.

Can I bring my pet with me for the day?

No. Please leave your furry friends at home. Only service animals will be permitted at vendor booths.

What are the expectations for vendor behavior throughout the process?

I work hard to organize this event as a “one man show,” and I ask that all vendors maintain a respectful and professional attitude throughout the event. Rude or disruptive behavior will not be tolerated. Vendors who do not follow these expectations may be asked to leave without a refund, and will not be invited back in future years. In certain cases, spaces may be reassigned to another vendor.

Does the venue have WiFi?

Yes, we do have WiFi. Please keep in mind though that speeds may be slower due to the amount of connections on it the day of the event. I would not recommend to rely fully on ODAC's WiFi for sales. **Username: ODAC Guest Password: AgCenter2024**

Where can I park the day of the event?

Luckily for vendors you will be here before any shoppers so you get first choice in parking. Please refer to the map below to see the best places to park.

