

SELLER WELCOME LETTER

PLEASE READ ENTIRE LETTER CAREFULLY



YOUR SPACE:

- 1) Dimensions: 10 x 15 ft space
- 2) Includes: 1 6ft table + 2 chairs

MARKET LAYOUT:

- 1) When you check in at the HUB Front Desk we will let you know where your spot is located.
- 2) No need to show up early to secure your spot. All spaces are pre-assigned.
- 3) Your spaces will be side by side if you purchased two or more.
- 4) If you wish to request your space next to a friend or family, please send an email to POC below.

SETUP:

- 1) Arrive between 8:30-9am to get a good spot in HUB parking lot. (Best for bringing items into side door of the HUB Multipurpose Room)
- 2) Check out your table & chairs (Stationed in racks at in the Multipurpose Room) and set up
- 3) Be FULLY set up by a quarter to 10:00am (MARKET BEGINS!)

TAKE DOWN:

- 1) Market ends at 2pm.
- 2) Return your table and chairs to the cart stationed inside the HUB Multipurpose Room.
- 3) Please leave no boxes, trash, or food.

PROHIBITED ITEMS:

- 1) No items requiring license to sell (Alcohol/tobacco, weapons: guns, knives, etc, food/drink, vehicles)
- 2) Items with offensive/obscene graphics or language will not be allowed for sale at market.
- 3) Any heavy items with sharp bottom edges that might damage the multipurpose floor. (You may bring a tarp to cover the floor if you have wooden furniture.)

SUGGESTIONS:

- 1) Have plenty of change in \$ and € ahead of time. (5\$ 1\$ 5€ bills, 1€, 2€ coins)
- 2) Price your items on the dollar/euro to avoid LOTS of change.
- 3) Bring a dolly or wagon to easily cart your stuff into the Multipurpose Room.

SNACKS: The HUB will be selling breakfast items and coffee from 9-10:30am & lunch from 11am-2pm.

WEATHER: This is an indoor event.

COVID:

- 1) Maintain 1.5M+ distance from others.
- 2) Facemasks worn by unvaccinated individuals.
- 3) All sale items must be clean and sanitary.

POC: For more information or reservation questions please email eryn.a.pope.naf@mail.mil.

