



Sponsored by GFWC Cookeville Jr. Woman's Club

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**Date:** November 16<sup>th</sup> - 18<sup>th</sup> 2018

**Location:** Hyder-Burks Ag Pavilion 2392 Gainesboro Grade, Cookeville, TN 38501

**Public Hours of Operation:**

Fri: 10 am - 7 pm  
Sat: 10 am - 7 pm  
Sun: 1 pm - 5 pm

**Packet pickup/Setup hours:**

(Unless you have prior approval from the SW coordinator with special setup hours)

Thur: 4pm - 9pm  
Fri: 8am - 10am

**Vendors access hours:**

Fri: 8am  
Sat: 9am  
Sun: 12:30pm

**Wi-Fi password available at check-in**

**Silent Auction:**

If you wish to donate an item to our silent auction please return the item with form in your packet to the check-in desk or a SW worker Thursday night or Friday morning.

- Please wear the armbands provided in your packet each day of the show so that we know you are a vendor. You must have armbands to enter without paying entry fee.
- If you have any problems/questions find someone in the black SW apron for help.
- Vendors must not park/block the back doors or block other vendor's vehicles.
- Each booth MUST sell only hand-made items. No manufactured items can be sold.
- Each booth must be staffed and ready for business no later than the opening of the show each day.
- Booths must be stocked and staffed from opening until closing all three days. No early departure allowed unless you have prior permission from SW.
- Displays/booths must be contained in the reserved area for your booth.
- SW will provide security during closed hours. During show hours, security is the vendor's responsibility.
- No pins, nails, wires, twist ties, HAY, or similar objects can be used in the booth or on the curtain dividers due to animals using the arena at other times.
- TTU Hyder-Burks Pavilion will **not allow any readily edible food** items to be sold.
- SW has and will reserve the right to refuse space in future show to anyone who violates any of the specifications outlined above.
- Please clean up around your booth when you leave.

Please email [swvendors@gmail.com](mailto:swvendors@gmail.com) with any questions.  
We will answer your emails as soon as possible. Thank you for being patient!