



Meme Kelly, Owner
Adriana Smith, Financial Advisor

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HAIR GLAM SQUAD presents

BAYOU CLASSIC POP UP SHOP.

1 - Day event

Date: Saturday, November 24

Time: 8am - 7pm

Location: Little Gem Saloon

445 S. Rampart

(Corner of Rampart and Poydras... 3 blocks from the Superdome)

There are 3 packages available for Vendors. Please see below:

Package 1— One day - \$125.00

- Basic Vendor setup- Vendor section with 6ft table and chairs. Clothing vendors ONLY—1 single rack allowed
 - Payment **MUST** be made in full to reserve setup.

Package 2—Vendor setup with Promo Perks- \$175.00

- One day with branding perks/options: \$500 (includes host shoutouts, logo on promotional materials, street team, & social media flyer)
- \$75 deposit to reserve setup. Payment **MUST** be made in full by due date (Invoices sent will reflect balance and due date.)

Package 3— Sharing Tables (max 5): \$550

- Sharing a table gives two businesses the opportunity to combine as one. Only one business name is to be advertised for the event.
- \$150 deposit to reserve setup. Payment **MUST** be made in full by due date (Invoices sent will reflect balance and due date.)



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Payment Plans:

50% required to secure spot DUE NOW and remainder due 30 days from event date (October 24).

Permit Info:

Please be sure to obtain a SPECIAL EVENTS PERMIT from City Hall.

- Cost \$50. Good from Jan 1 to Dec 31.
- We will provide the necessary paperwork for you to obtain one.
- Any vendor that participated in our Essence event, will not need to purchase another one. The one you received for Essence is good until Dec 31. You will just need to submit a copy of it when you register.

Parking:

There is a parking garage a half block away from the event space. Limited street parking. I encourage individuals to get dropped off to avoid traffic and street blockages.

Clothing vendors:

Clothing vendors are only allowed to set up one single rack.

Flyer design:

- Submission deadline: **October 31**
- The following info is needed for your flyer design:
 - ✓ Business name,
 - ✓ social media handles
 - ✓ phone number



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✓ Website

✓ logo.

- Submit to our graphic designer at xtremegraphixdesignco@gmail.com

Event time setup:

We want to maximize our location as much as possible.

- Setup is 7am.
- Parade begins at 8am
- Game begins around 12pm/1pm
- Game will end around 3pm/4pm

There will be consistent walking traffic throughout the day. Please be prepared.

Promotions:

- Please have necessary materials to promote your business (retractable banners, business cards, flyers)
- Make sure to have an attractive table setup that will make guest want to buy.
- Interact and engage with guest. Minimize cell phone usage
- Promote event flyer on all social media sites. It takes everyone to make an event successful. You promote you, we promote the event.

Music by: DJ Nuvo (Dallas, TX based DJ)

Live On-Air broadcast

SECURE YOU SPOT

SPOTS ARE FIRST COME, FIRST SERVED. DEPOSITS HOLD!!!



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Event Contract

Hair Glam Squad Salon Experience, LLC agrees to accept you as a Vendor for your services provided at ***Hair Glam Squad Bayou Classic Pop-Up Shop Saturday, November 24, 2018, 8am-7pm.***

All participants will perform prospective services at ***Hair Glam Squad Bayou Classic Pop-Up Shop Saturday, November 24, 2018.***

Hair Glam Squad Salon Experience, LLC agrees to accept _____, as a Vendor for your services provided at ***Hair Glam Squad Bayou Classic Pop-Up Shop Saturday, November 24, 2018, 8am-7pm.***

This contract is enforceable according to the laws and regulations of the state of Louisiana.

Artist Signature Date

Artist Name Print Date

Owner Signature Date

****Contracts may be revised monthly per event.**

Event contract