2023 Holiday Market Guide



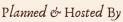




November 19, 2023 • 10 am - 3 pm <u>Columbia Mall</u> - "Level Up Entrance"



COLUMBIA MALL

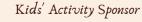




Community Sponsor







Tiny Town PLAY CAFE



Upon Arrival:

- Please arrive no earlier than **7:00am** to the Columbia Mall. There will be signage to indicate doors to enter.
- You must NOT enter through the glass doors with booth items for set-up/tear-down per Mall Management.
- You will be admitted into the Columbia Mall at
 7:00am by Andrea Lyn Events staff.
- Please check-in at the registration table (right inside Mall doors next to Level Up) before setting your booth up.
- Parking will be available in the mall parking lot. Makers are encouraged to park away from the building to allow for guests to have close parking. (see map)

Market Schedule:

7:00 am - Market Area Opens
7:00am - Registration / Set-up Begins
10:00am - Market Begins
3:00pm - Market Concludes / Tear-down
5:00pm - Tear Down Concludes



During the Event:

- Please be sure to enjoy yourselves and the attendees. We are all about making this a great community event.
- Be sure to let any Andrea Lyn Events staff member know if you need anything. We will be roaming the event throughout the morning and will be happy to assist you in any way – need a quick restroom break, etc.



Tear Down Instructions:

- Tear down is not to occur until Andrea Lyn Events staff gives the signal at **3 pm**.
- Please minimize the amount of time pulled up to the entrance to maximize the traffic flow.
- Tear-down MUST be through the marked exits and NOT through the glass main entrance doors.
- Clean up after yourselves and please place any trash in the cans provided.
- Check out with an Andrea Lyn Events staff.
- Have a great rest of your Spring and we are happy you joined us!

Join us for our Next Market - February 2024



Market Map

- The Market Map will be finalized on November 8th and emailed to all vendors.
- Floor Layout on the next page.
- Day-of changes may be made by the discretion of the Andrea Lyn Events team
- Due to these possible changes please make sure you stop by the registration table to check in upon arrival!

Market Location:

Columbia Mall (Level Up Entrance) 2300 Bernadette Dr. Columbia, MO 65203



