



LUTN Block Party FTL Downtown: Pop-Up Vendor Guide

*****SAVE THIS GUIDE FOR USE ON EVENT DAY*****

WHERE	<p>LUTN Headquarters 911 NE 5th Ave, Fort Lauderdale FL, 33304</p> <p>Arrive here and event staff will direct you to your exact location to setup at.</p>												
WHEN	<p style="text-align: center;"><i>The following 2016 LUTN Block Party Downtown FTL events feature Pop-Up Vendors:</i></p> <table style="width: 100%; text-align: center;"> <tr> <td>Jan-30 6pm - 12am</td> <td>Feb-27 6pm - 12am</td> <td>Mar-26 6pm - 12am</td> <td>Apr-30 6pm - 12am</td> <td>May-28 6pm - 12am</td> <td>Jun-25 6pm - 12am</td> </tr> <tr> <td>Jul-30 6pm - 12am</td> <td>Aug-27 6pm - 12am</td> <td>Sep-24 6pm - 12am</td> <td>Oct-29 6pm - 12am</td> <td>Nov-26 6pm - 12am</td> <td>Dec-17 6pm - 12am</td> </tr> </table> <p style="text-align: center;">Mark the event(s) you have signed up for in your calendar accordingly</p>	Jan-30 6pm - 12am	Feb-27 6pm - 12am	Mar-26 6pm - 12am	Apr-30 6pm - 12am	May-28 6pm - 12am	Jun-25 6pm - 12am	Jul-30 6pm - 12am	Aug-27 6pm - 12am	Sep-24 6pm - 12am	Oct-29 6pm - 12am	Nov-26 6pm - 12am	Dec-17 6pm - 12am
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SET-UP	<p>Day of Event</p> <p>You MUST arrive no later than 5:00pm and move your vehicle out of the event grounds by 5:30pm on the day of the event. After drop-off of your gear, you will be directed with where to park your vehicle.</p>												
UTILITIES	<p>Power & Lighting is not provided, if you need either of these, you will need to supply this. Lighting for vendor spaces is not provided. You are encouraged to bring lighting for your space.</p> <p>While not required, vendors are encouraged to bring pop-up tents no larger than 10' x 10' for their space in addition to their tables.</p>												
SALES	<p>All items being sold or displayed MUST be contained in the booth space rented. No items, solicitation, or set-up shall take place outside the rented booth space. Prices of items must be clearly displayed along with methods of payment accepted.</p>												
WEATHER	<p>The event will not be cancelled because of rain. This is an outdoor event; be prepared for any type of weather. Tents, tables, canopies and pop-ups that are part of your apparatus must be secured to withstand the elements.</p>												
REQUIREMENTS	<p>The exhibitor is responsible to be open for the entire event. You cannot vacate early. For further confirmation to vacate early, approval from a LUTN Events representative is required.</p> <p>Your booth must be neat, attractive and well-maintained. Keep all packaging materials out of site. Signage with visible and clear pricing is required. You are responsible for setting up, maintaining, and removing your own booth, your merchandise and your trash.</p>												
CONTACT INFO	<p>Light Up The Night (LUTN) Phone: 754-300-LUTN (5886) Email: events@lutnofficial.com</p>												

