



CoLab Market is a curated outdoor arts and crafts fair open to artists, craftspeople, designers and makers at all levels of their career from student to advanced professional.


CoLab Market is offered in partnership with Roots Community Services.

CONTACT US

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1810 Dundas Street East, Mississauga, Ontario

Lamenza Corporation

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#CoLabMarket 

How to Set Up Your Booth

COLAB MARKET
1810 DUNDAS STREET EAST
MISSISSAUGA, ONTARIO
SATURDAY, MAY 7, 2022
11 AM TO 5 PM

SETTING UP

KNOW THE BASICS

Invest in vinyl banners to identify your business at markets. A front banner should be 9' W x 9" H. Keep it simple with your name and product.

Fasten it to the top front of your booth with short bungee cords.

PRACTICE YOUR SET UP

Practice setting up your booth before market day including your banner and display. Take pictures of it. Study it. Would an 8-year old know what you are selling, and how to buy from you?

Practice loading your equipment and inventory into your vehicle to make sure it all fits and fragile items won't get damaged.

SET UP AND TAKE DOWN

Unload all of your items beside your booth in a tidy way and then move your car. Be set up and ready to sell at market opening. Keep all of your business within your booth.

At market close, pack your inventory, stack everything neatly and then bring your car around once the market manager has determined that it is safe.

Be prepared.

**Read the market rules
beforehand.**

**Know what time to arrive,
where to unload and
where to park.**

**Know what booth you have
been assigned.**

**Arrive early.
Know how much time
you have to set up.**

**Take down your booth only
after the market has closed.**



HOW TO STAY ORGANIZED

Keep a schedule so you know when you can take a break.

Have a place to stash your lunch, water bottle, and anything else you don't want shoppers to see as they walk by.

Have a spot where customers can put down their coffee so they can check your product.

Bring a small broom to tidy up your space after the market has closed.

