

Guidelines for Small Club and Outlying Club Shared Booths

Based on input from clubs, for Boutique 2016, we will be testing an option designed to assist the smaller clubs and those that are in outlying areas. This is an effort to help the clubs with costs and volunteer issues that may be preventing them from participating in Boutique during Parents' Weekend.

Clubs that have a membership of 30 or less (as published in the current Yearbook) or are chartered more than 300 miles from College Station will have the option to share a booth at Parents' Weekend in 2016.

1. Clubs will be responsible for finding a partner. This can be determined by using the Federation yearbook.
2. Both clubs must fit the criteria set out by the Federation 5th VP- Boutique
3. Clubs can share the cost for tables and electricity and volunteers
4. Clubs will be responsible for setting up record keeping that will facilitate accurate reporting upon completion of the weekend sales.
5. If an outside vendor is used all of the same guidelines apply to the shared booth option.
6. Both clubs need to determine if they will be taking advantage of the 2 tax free selling days. Both clubs need to be either using the tax free option or not.
7. Both clubs need to submit Form F and indicate on the form that they will be sharing a booth and name the other club. This can be done by listing the partner club name at the top of the form.
8. Clubs may load in separately but will be required to check out at the same time. No club may leave prior to the end of Boutique on Saturday.
9. Clubs should clearly define to customers which merchandise belongs to which club

All of the Boutique Guidelines will be applicable to clubs that are sharing space and no exceptions will be made. If you have a question- ask- don't assume.

I hope this trial option will enable more clubs to participate! We want all clubs to feel that they can have a presence at Boutique and reach the largest gathering of Aggie customers with their items.

Please feel free to contact me with any questions or for clarification.

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