



2025 Vendor Information *Guide*

Serves
SERVES
South Dallas



Thank you for partnering with us for this year's South Dallas Serves event. Your presence helps us showcase the power of collaboration and community. Please review the following information to prepare for a successful experience.

Event Overview

Date: September 20th 2025

Location: Southpoint Market I 2839 S Ervay St. Dallas TX 75215

Time: 10am – 2pm

Expected Foot Traffic: ~1,700 attendees

Set-Up & Breakdown

Set-Up Window: 8:30am – 10am

Event Hours: 10:00am – 2:00pm

Breakdown: 2:00pm – 3:00pm

Parking & Load-In

Vendor parking is directly behind your booth space in the field marked "Park Here."

A parking map will be shared in advance.

Volunteers will be on-site to assist with booth location and unloading.

Booth Provisions

Each vendor will be provided:

- 1 - 10x10 Tent
- 1 - Table (6 ft)
- 2 - Chairs
- 1 - Table Tent

Additional Notes

- We recommend bringing a branded tablecloth. A limited number of plain cloths will be available.
- Electricity is limited and must be requested in advance.
- Wi-Fi is not guaranteed; please bring a hotspot if internet access is required.
- Logos have been collected via email. Please confirm if your logo requires special permissions before use.

Check-In

Clearly marked vendor stations will already be set!

Upon arrival you will receive:

- Vendor Food Tickets for your staff



Event Engagement

We want you to enjoy the day as much as our guests!

- Capture and share your experience with photos, videos, and live content.
- Tag us and use our official hashtag: **#SouthDallasServes**
- Let's amplify the message of partnership and community impact together.

Reminders

Weather Preparedness: This is an outdoor event; please dress and prepare accordingly.

Clean-Up: We will have tons of help for you to keep serving!

Safety: In case of an emergency, follow the direction of event staff and security.

Event Support

For questions before the event:

- **Vendor Coordinator:** Nylha Hickman
- **Email:** Nhickman@viiolashouse.org
- **Phone:** 972-685-0745

Day-of support: Please text or call Event Lead at **737-703-6579**

Vendor Packing Checklist

- ☐ Branded tablecloth (recommended)
- ☐ Flyers, cards, or promotional materials
- ☐ Giveaways or samples
- ☐ Extra signage or displays
- ☐ Extension cords (if power was pre-approved)

**See you Saturday,
September 20, 2025**