



Stacy Taylor, 5th VP of Boutique
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Howdy! Welcome to the Aggie Moms Pre-Boutique Kickoff

- Event: Friday April 12th and Saturday, April 13th!
- Times: TBD.
- Cost: \$100.00 per table. What does that mean?/If you need Electricity in your booth \$35.00
- Form F (Register for Boutique)– Available on Monday, January 8th – Deadline Friday, Feb. 16th, 2024.
- Clubs must be in good standing to participate.



Load in Changes



- Load in will begin at 6:00 p.m. and end at 10:00 p.m. (No exceptions).
- The MSC will close at 10:00 p.m. on Thursday, April 11th
- This year – If your club prefers to park in the garage and DOES not require Load in assistance, you can indicate that on FORM F, and can begin set-up at 6 p.m. Thursday evening, (This is 100% on your own) and end at 10:00 p.m. Friday set-up will resume at 7:00 a.m.
- There will NOT be an official waiting area of Fan Field on Thursday Night.
- **Thursday Load in:**
 - **Without assistance** will begin at 6:00 p.m. – You will need to indicate this on FORM F
 - **With Assistance:**
 - Times will be assigned between 6:00 p.m. and 9:00 p.m. – and must be indicated on FORM F.
 - Your Clubs main contact will be added to a GROUP Text. Groups will be sent a text message to proceed to the unloading areas. Your club will not be allowed to proceed into unloading areas until that group receives their text message.

Rules



- Raffles – the CREA Act states that an organization may not promote or advertise a raffle statewide, other than on the Organizations Website or through a publication or solicitation, including a newsletter, social media, or email, provided only to identified supporters of the organization.
- Tax Free Days – Club must have declared their tax-free days and recorded in your clubs' minutes.
- NO Food Products/No Alcohol Sales – unless it is food mixes such as soup or dip seasoning packets.
- Club Responsible for their own Money. What does that mean? All Monies must be paid to your Aggie Mom Club. No monies can funnel through a vendor, to your club.
- No Balloons of any kind

Tax Free Days



- Per IRS 501(c) can hold Two Tax-Free Day Sales per calendar year.
 - Clubs must have declared their Tax-Free Days and recorded in their clubs' minutes.
 - Each day is 24 consecutive hours only
- Must notify customers of tax-free sale: Your club will need to display a sign stating that as well (in your booth) as well as display your TAX ID form.

Selling Texas A&M Branded Merch

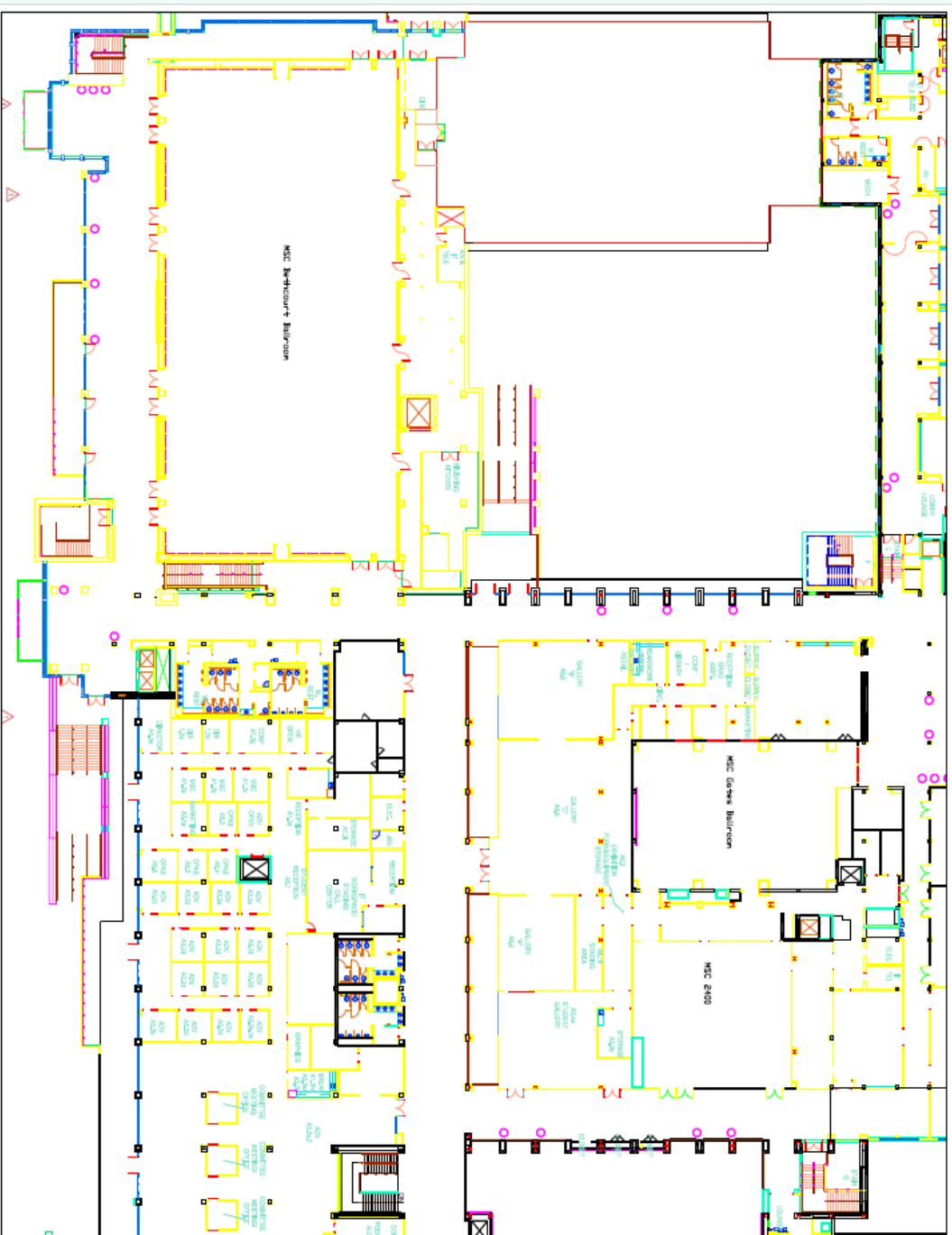
There are 3 different Opportunities to Sell Branded Merchandise:

1. Aggie Mom Club produces. The Federation has a Texas A&M Direct-to-Consumer License, “Previously known as a Crafters License,” that allows official Aggie Mom Clubs (Active members of a club) to produce Texas A&M merchandise which can be sold at boutique. Please send all designs that reference Texas A&M to Scott Oswald (soswald@tamu.edu) for approval.
2. Retail licensee produces. If the clubs are not producing the TAMU product themselves, they should order the product through a retail licensee. A list of retail licensees can be found on the TAMU licensing website [here](#).
3. Bringing in an Outside vendor. Aggie Mom clubs can bring in retail and Direct to Consumer licensees to sell at boutique. If a vendor sells a product that doesn't reference TAMU at all, then a license is not needed. If you aren't sure, email licensing@tamu.edu

Outside Vendors



- Aggie Mom Clubs are the only ones who can sell items or raffle tickets in the MSC
- If you are working with an outside vendor, ALL transactions must be paid through the Aggie Mom Club at the point of sale.
- Each Outside Vendor must have signed an Outside Vendor Contract and be on file with the 5th VP of Boutique. (I will send this out by end of week).
- If your Vendor is selling Branded merchandise, Please ensure you have validated The vendor has an approved retail license, or a Direct-to-Consumer license. This will be a question on FORM F and will be validated by Texas A&M Brand Development.



Timeline



- Monday January 8th – FORM F – Boutique Registration opens.
- Friday, February 16th, FORM F – Registration Closes
- March 1st, Vendor contracts are due to 5th VP of Boutique: Guidelines document and Outside Vendor Checklist.
- March 22nd , Load-In schedule will be released
- March 22nd , You will receive where your Club Location Map (in MSC location)
- March 26th , 2024, Boutique Final Information Zoom Call
- April 11th – 6 p.m. Set-up Opens for those who chose to set-up on their own – and the Scheduled load in begins per schedule