

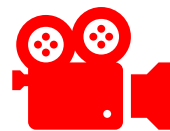
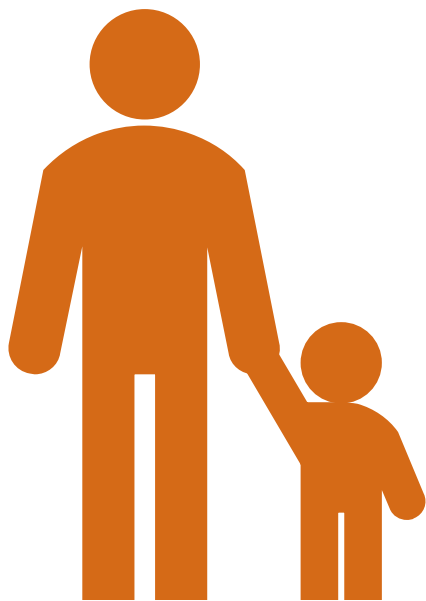


LOUDOUN CHILDREN'S BUSINESS FAIR

2026 FAIR - PREPARATION SESSION

August 29th, 2026

THANK YOU FOR JOINING US



Session is Recorded



Slides will be shared



Please stay muted



Use chat for questions

OUR GRACIOUS SPONSORS



ACTON ACADEMY



STUDIO DHAM



Primrose School at
Moorefield Station

The Leader in Early Education and Care®
703.726.9306 | PrimroseMoorefieldStation.com

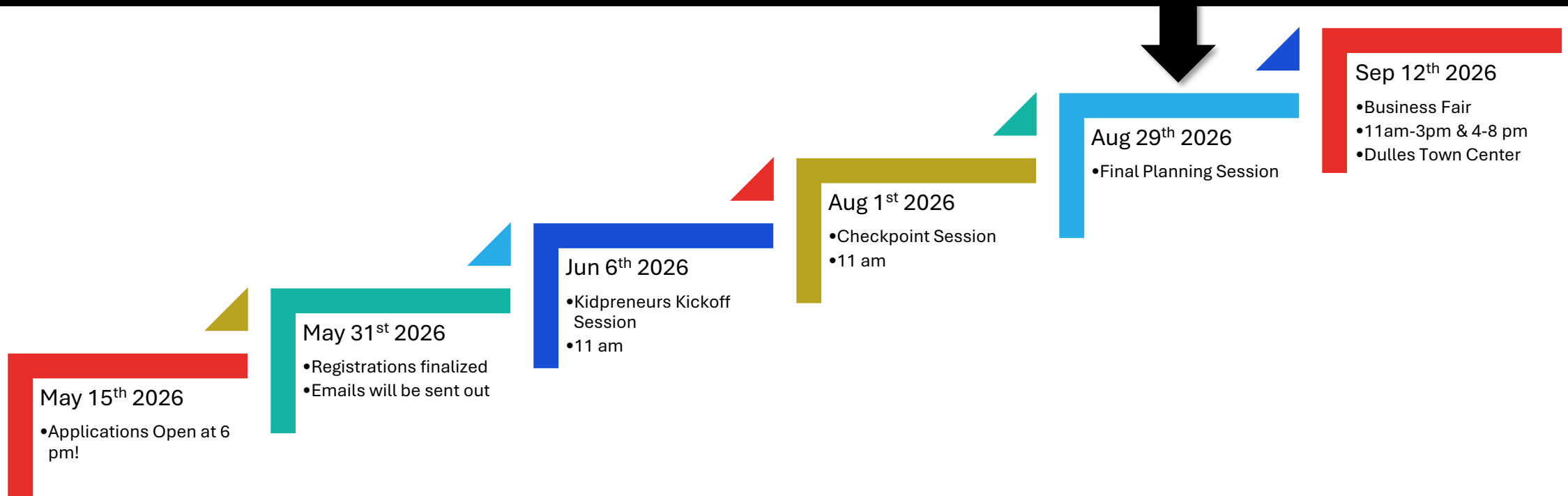
TrackMyShuttle



WE DO SEVA
SERVING OUR COMMUNITY



IMPORTANT DATES & TIMES



6 weeks left to prepare for the fair!!

FAIR INFORMATION



LOCATION:

DULLES TOWN CENTER MALL

21100 Dulles Town Cir, Dulles, VA 20166

DATE:

September 12th, 2026

TIME (2 SLOTS):

Fair 1: 11:00 am to 3:00 pm

Fair 2: 4:00 pm to 8:00 pm

FAIR TIMINGS

Please be on time!

Morning Fair:

- 10 AM – 11 AM Setup
- 11 AM – 2:00 PM Sales
- 2:00 PM – 3 PM Inter-Sales
- 3 PM – 3:30 PM Cleanup

Evening Fair:

- 3 PM – 4 PM Setup
- 4 PM – 7:00 PM Sales
- 7:00 PM – 8 PM Inter-Sales
- 8 PM – 8:30 PM Cleanup

COMMITMENT

NO BACKING OUT!

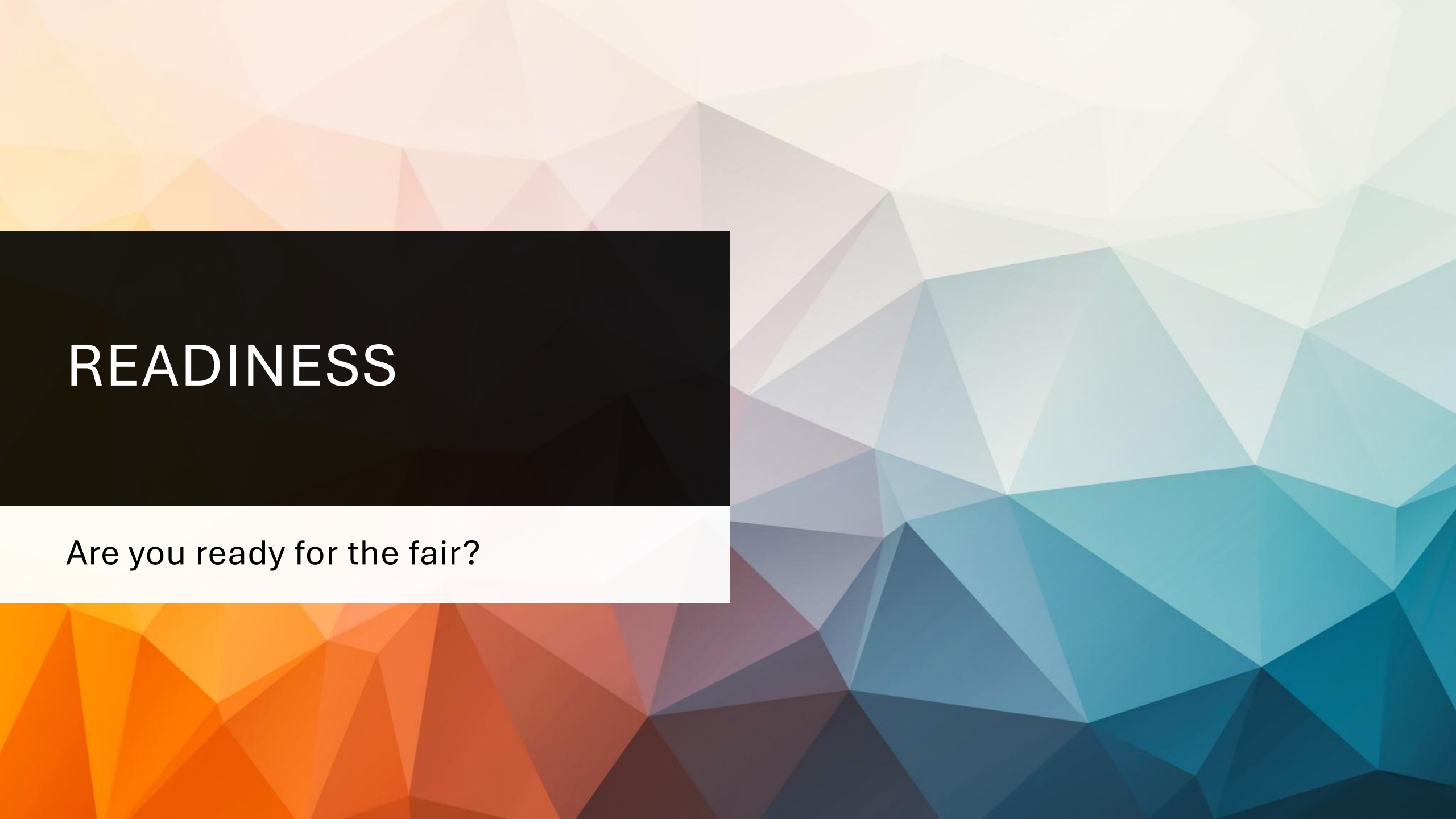
The registration fee is non-refundable. If you back out, or do not show up at the fair, it will be considered as penalty against future registrations.

ADVANCE NOTICE

We understand life happens, but please provide advance notice if there is an emergency and you cannot participate. We have a long waitlist.

SHOW UP AT THE FAIR

Be a sport, be accountable, try to stick to your commitment, and do not be a no-show at the Fair. No-shows will be **blacklisted** from participating in future fairs!



READINESS

Are you ready for the fair?

PREPARE FOR THE FAIR

- ☐ At least 50 items to sell
- ☐ Business Signage or Banner
- ☐ Sales Pitch
- ☐ Table Decorations
- ☐ Pricing Sheet or Pricing Label
- ☐ Small bills for change during sales
- ☐ QR Code for online payment (Venmo, Paypal)
- ☐ Cash box/purse
- ☐ A small makeshift trashcan and trashbags

**EACH BUSINESS BOOTH WILL BE ASSIGNED:
1 6-FT TABLE + 2 CHAIRS**

ADVERTISE FOR THE FAIR



WHAT WE DO: **FAIR ADVERTISING**

Social Media

Loudoun County News

Local Parent Groups

Local Businesses

WHAT YOU DO: **BUSINESS MARKETING**

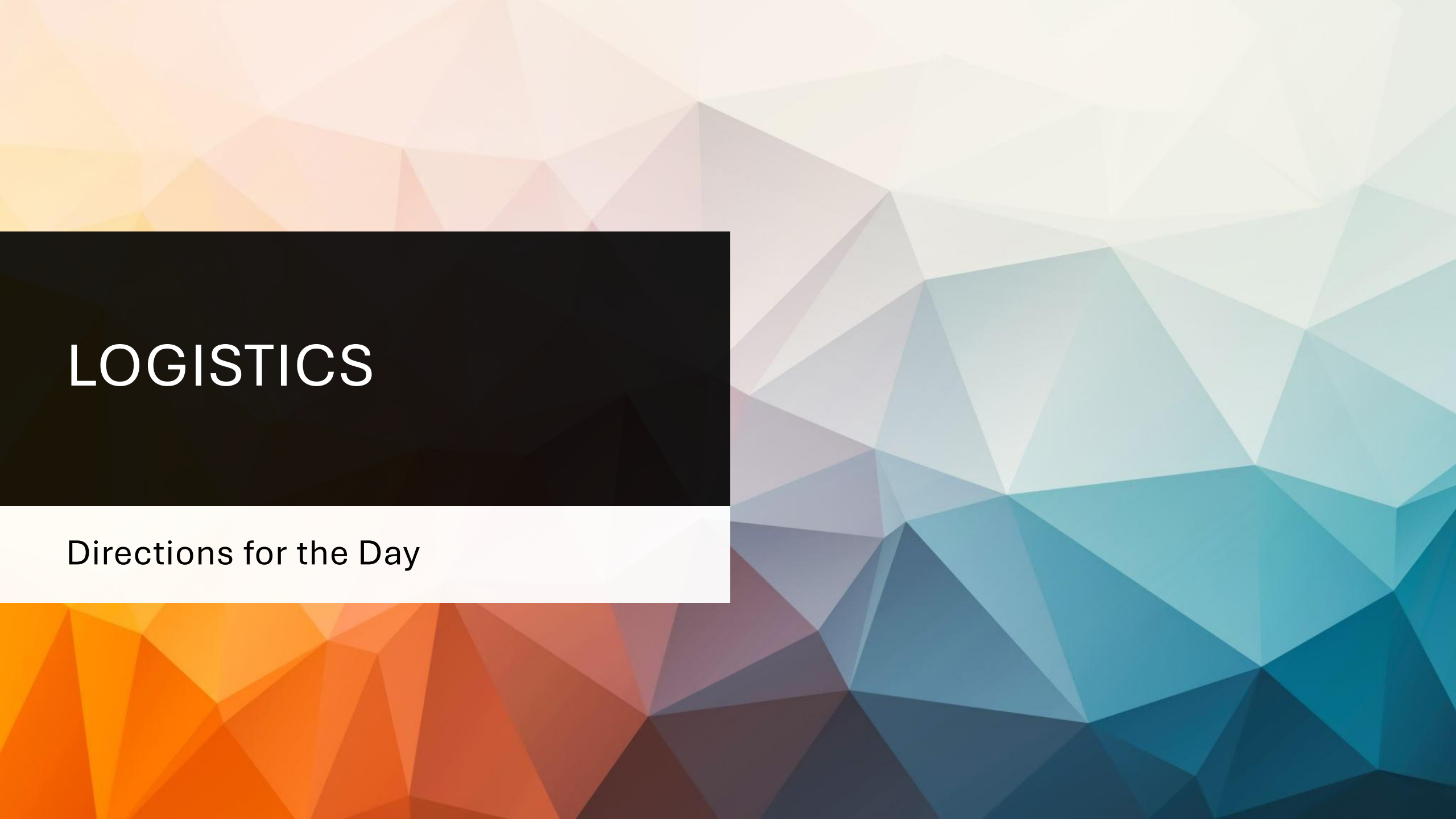
Friends & Family

Schools & Classmates

Community & Neighbors

Social Media

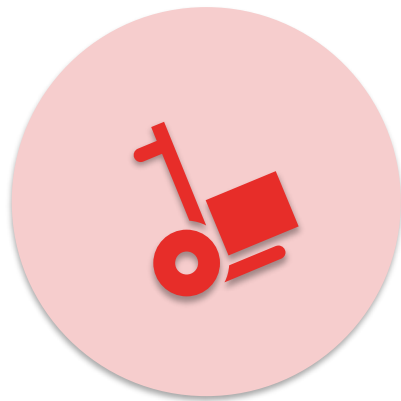
CHALLENGE: Bring at least 5 families to the fair!



LOGISTICS

Directions for the Day

BOOTH ASSIGNMENT



OFFLOAD



CHECK-IN



TABLE NUMBER



Jared

Boston Terra



The Cheesecake Factory

City Center Blvd

Dulles Town Cir

JCPenney



Benihana

City Center Blvd

Dulles Town Cir

Chuck E. Cheese



Nokes Blvd



Red Lobster

LOADING ZONE



Please offload your vehicles at Service Court 7 (★) between JCPenney and upcoming Expo Center.



Enter the service corridor, turn left, and keep walking through the double doors until you reach JCPenney.



Our Check-in tables will be placed right outside of JC Penney, close to the Center Court.



Drivers must park their vehicles in a designated parking space after they have offloaded their cars.
Do not remain parked in the service court. Please ensure that load in and out is prompt and safe.

TABLE ASSIGNMENT S



Table numbers will be randomly picked from a basket at check-in

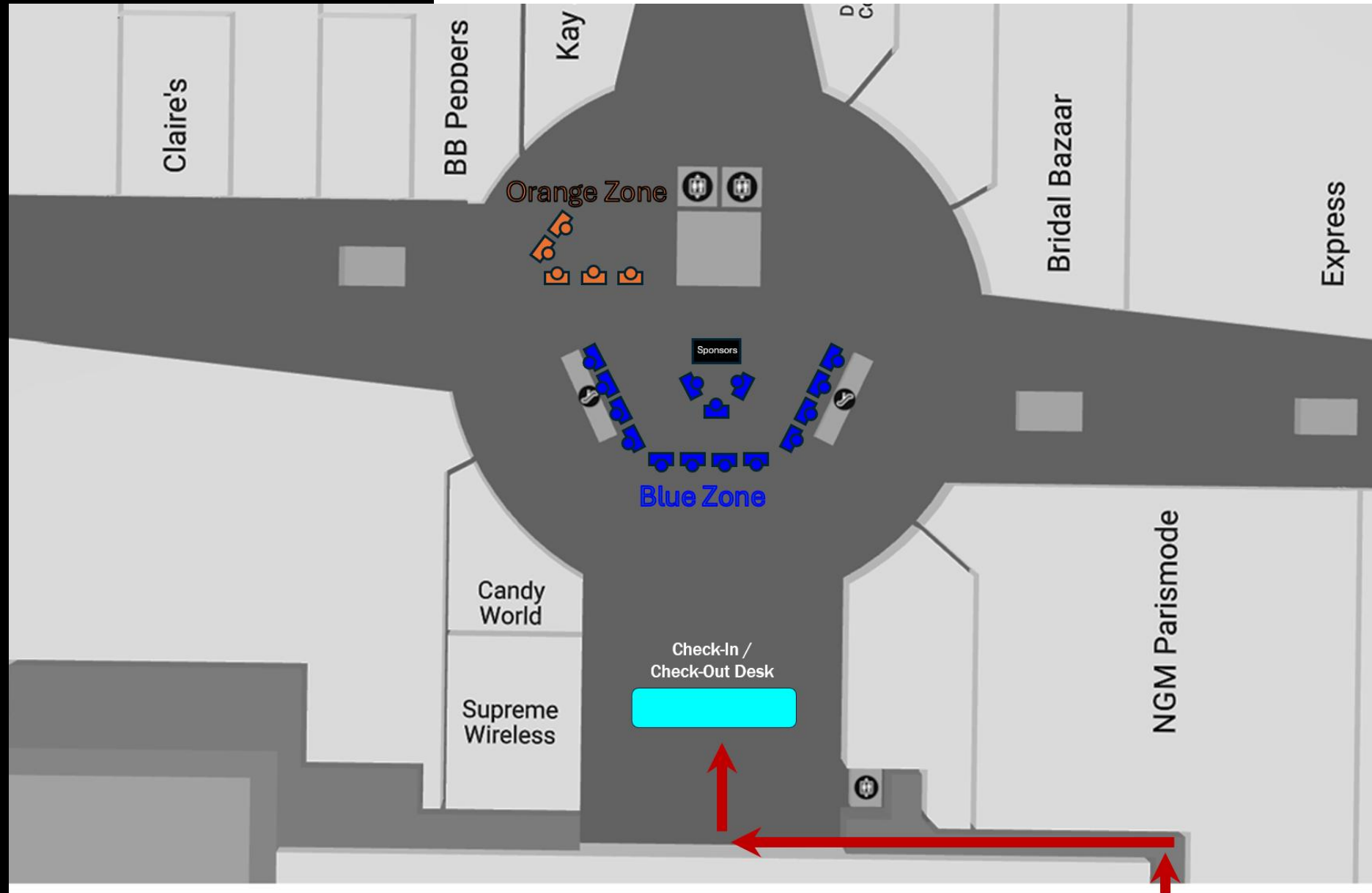


We are expanding to both levels of the mall.

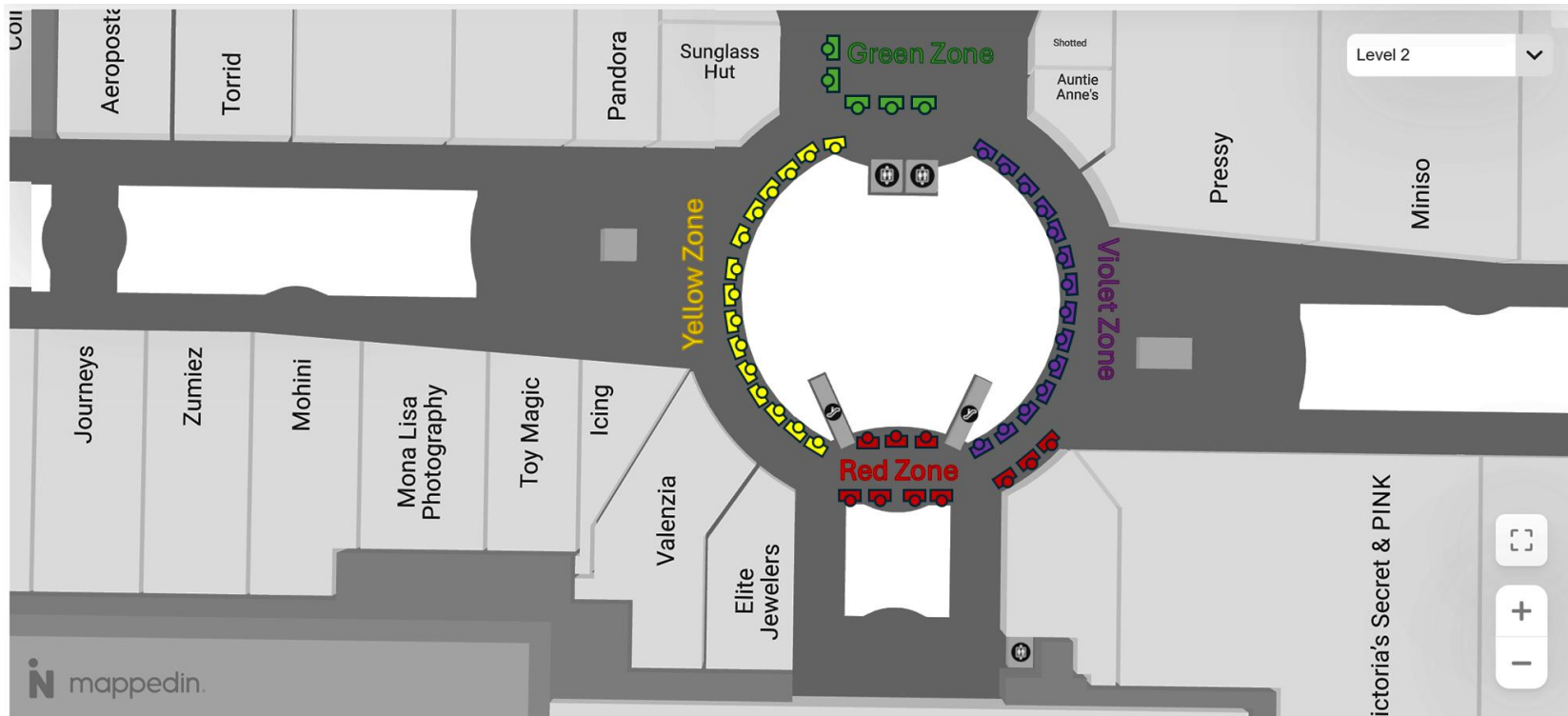


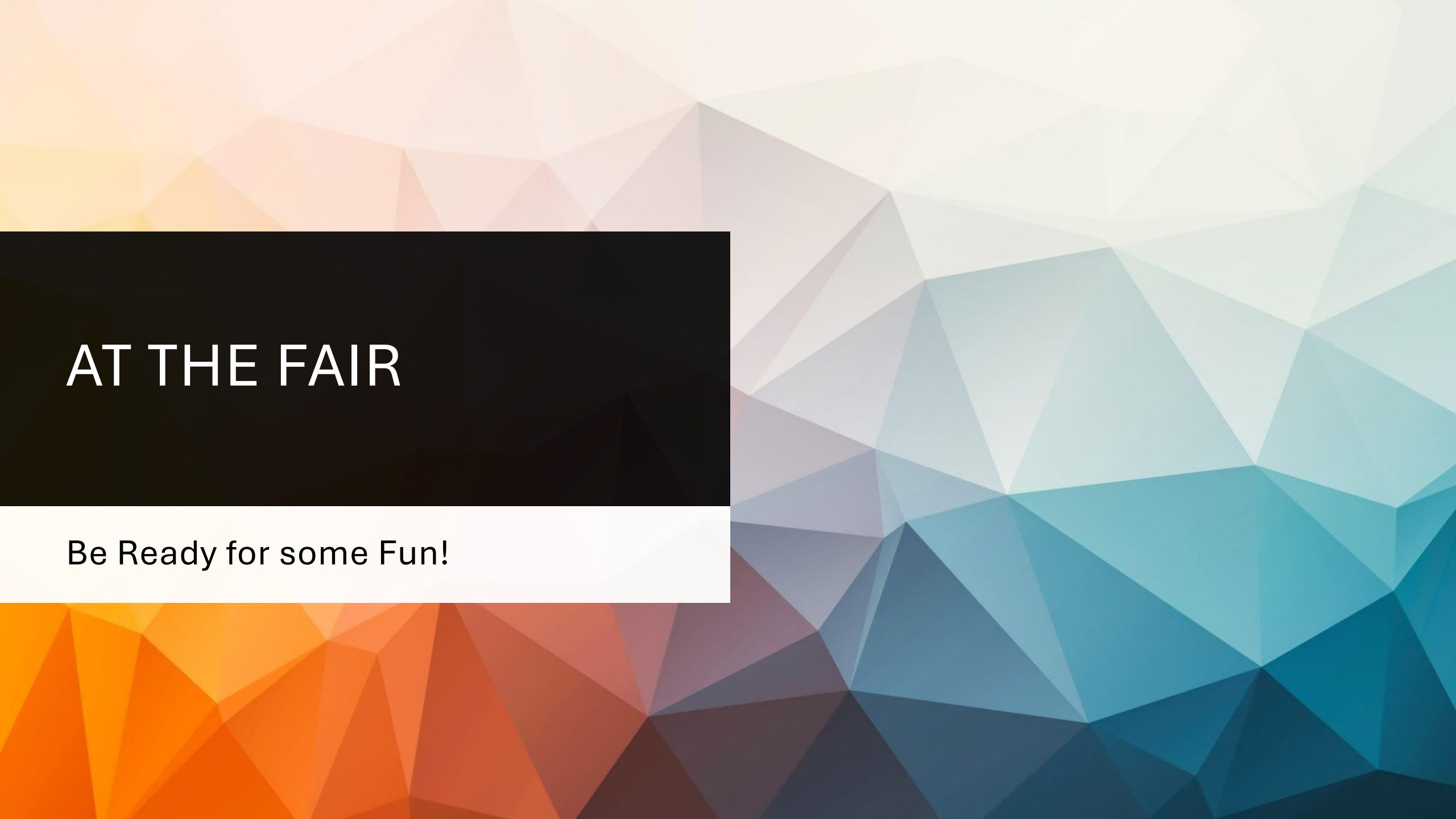
Volunteers will be present to guide you to your table

LOWER LAYOUT



UPPER LAYOUT





AT THE FAIR

Be Ready for some Fun!

BE YOURSELF!



Be Creative!

Think outside the box, try new techniques to sell your products, and come up with innovative pricing



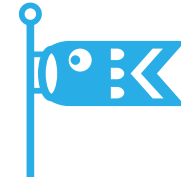
Be Curious!

Learn by observing other businesses, talk to the buyers to gauge their interest



Be Responsible!

Stay at your booth, Keep your displays clean and appealing



Be Respectful!

Be courteous to other business owners, to the buyers, and to the staff

Most Important... Have Fun!!

PROMOTE AT THE FAIR



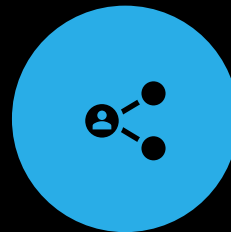
DECORATE
YOUR BOOTH



STAY ACTIVE
AND CHEERFUL



TALK TO
CUSTOMERS



SHARE YOUR
STORY



GIVE BULK
DISCOUNTS

LITTLE CEOS RECOGNITION



CREATIVE
CAT

Innovative
and original
business
idea



BRAND
BUDDY

Booth Décor
and Product
Packaging
that charms
customers



SALES
SUPERHERO

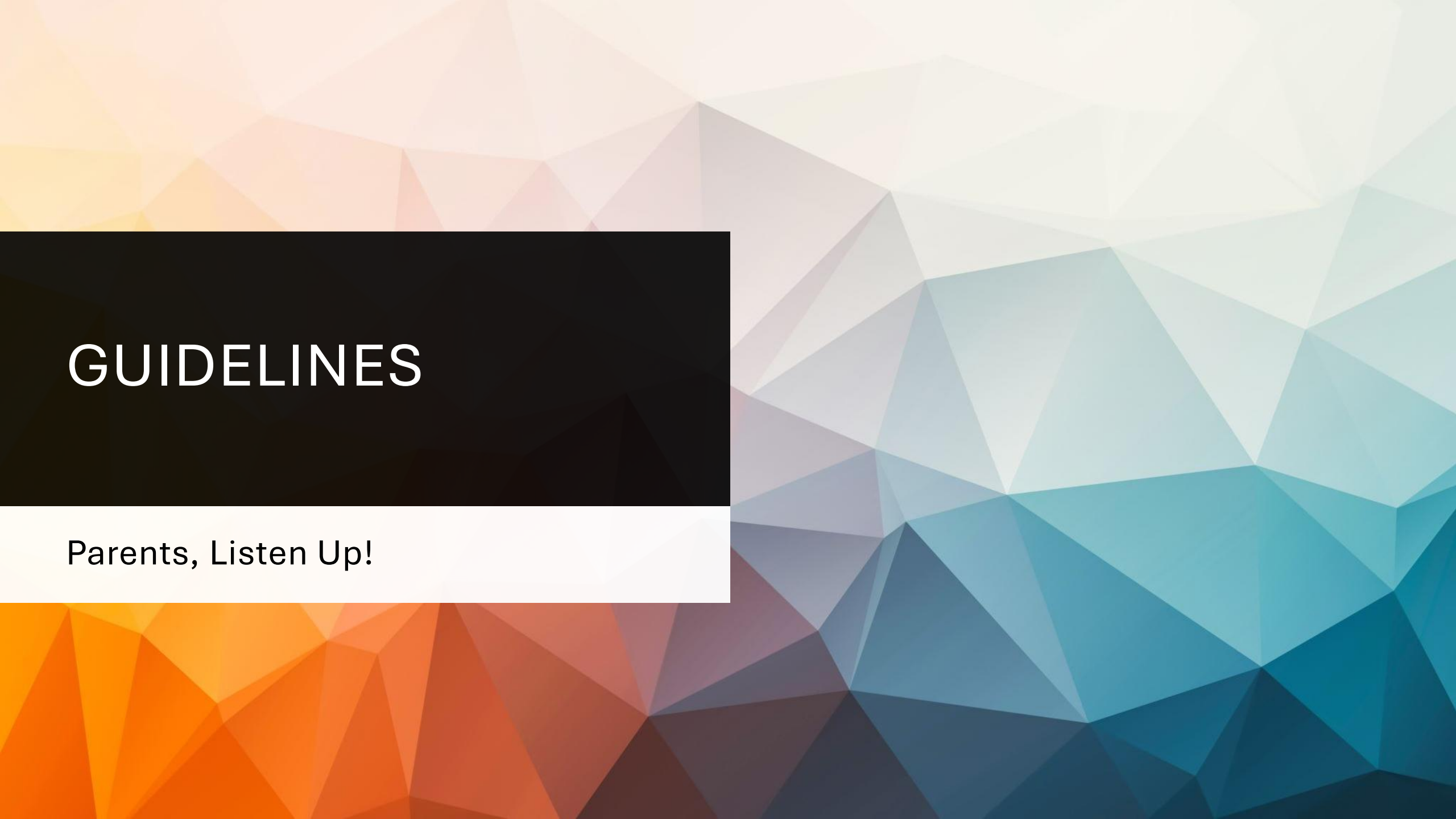
Being active
& engaging,
talking to
buyers &
pulling
traffic



GROWTH
GENIUS

Have growth
plans and
vision to
scale up the
business

This is not a competition!



GUIDELINES

Parents, Listen Up!

FAIR DETAILS



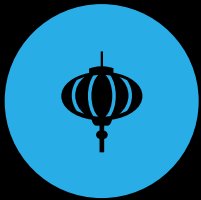
Booths will be spread out throughout the lower and upper level of the mall in the central circle.



Booth assignment is randomized. Students pick their own booth from a basket.



A booth will consist of a 6 ft table and 2 chairs. These will be provided as part of the registration fee.



Decorations should be on the table. No guarantees you will have space next to the table for extra racks or signs.



No electricity will be provided to any booth, please plan to bring your own battery packs for any electric connectivity



Little CEOs have to run their business and sell their products on their own. No parental help for operations!

FOOD BUSINESS RULES

Loudoun CBF will obtain a Temporary Food Vendor permit from the Virginia Department of Health

Food should not be placed on the floor, and should be kept beneath the pavilion roof

Food cannot be prepared at the fair – it must be prepared and pre-packaged at home

All food should be individually packaged and marked with prep date

Keep food covered at all times within individual wrappers or in containers

Proper temperature should be maintained for hot and cold foods

Maintain hygiene at booth while displaying and serving

PARENT EXPECTATIONS

SET UP

Parents can help the children set up their booth

Set an example of “The business owner is the boss”

Parents will be expected to step away from their children’s booth at the Fair start time

SALES

Parents are not allowed to sell during the fair

Parents should keep an eye on their children

If your child is <8 (7 and under), we can allow 1 adult to passively stay with the booth

CLOSE OUT

Parents can help the children clean up at the end

Let the kids lead the clean up activities

Make sure that the close out form is filled out BEFORE you come to the checkout table

CLOSE OUT & CLEAN UP



Stay and manage your booth till the end of the fair



All businesses should clean up their assigned areas and throw away their trash in the designated bins



Before leaving, businesses will fill out a closeout form (QR code) and then head to the checkout table



Businesses get a goody bag at closing if, 1) Closeout Form is submitted, 2) No misconduct during the fair, and 3) Booth is cleaned up and trash is removed



SCHOLARSHIP PROGRAM

HELPING OUR LITTLE CEOS GROW!

SCHOLARSHIP PROGRAM

APPLY HERE! <https://littleceos.org/scholarships>

Helping Our Little CEOs Grow:

Little CEOs is giving special scholarships to kids who have awesome business ideas and want to make them even better.

Money to Make Big Things Happen:

Winners will get money to help buy supplies, make products, or tell more people about their business.

Learn from the Best:

Kids in the program will get to learn cool tips from real business experts and other kidpreneurs.

We Believe in You:

This program is for kids who work hard, think creatively, and want to make a difference with their ideas.

Be a Future Leader:

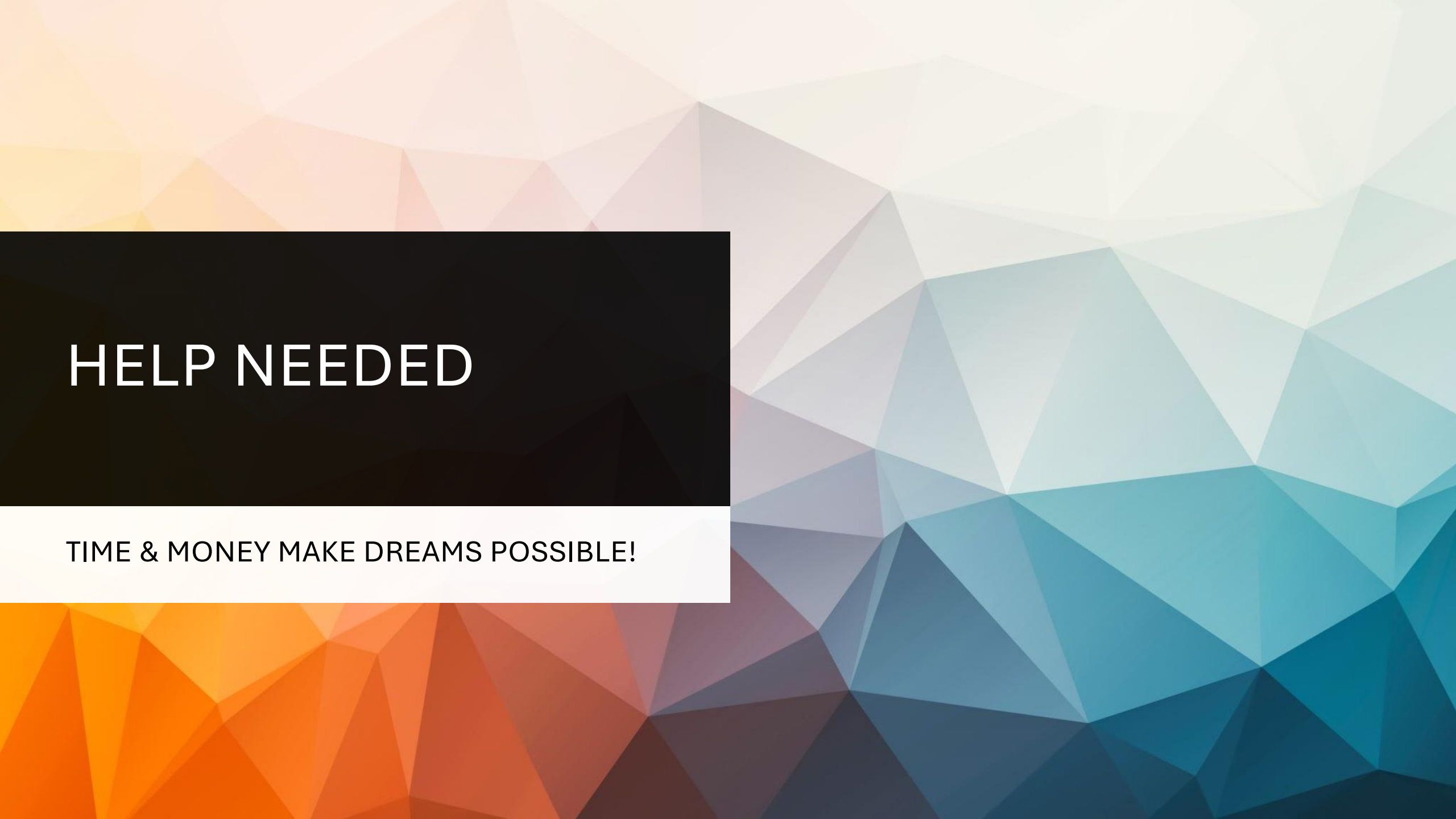
Little CEOs Foundation wants to help you become a confident, smart, and kind leader of tomorrow!



\$500
Cash Reward

Eligibility:

- ✓ 13+ Ages only
- ✓ Participated in at least 2 past LCBF fairs
- ✓ Complete the application (TBA)
- ✓ Participate in a panel interview
- ✓ Have concrete plans for growing their business beyond the annual fair



HELP NEEDED

TIME & MONEY MAKE DREAMS POSSIBLE!

HELPING HANDS

**We offer volunteer
hours!**

Please connect us with high
school students willing to
volunteer on Fair Day!

LCBF@Littleceos.org

Come

- Come with a sense of community
- Be collaborative, be patient

Help

- Assist all kids if they need a hand
- Help the staff to maintain order

Buy

- Encourage the Little CEOs by
buying their products!



THANK YOU FOR ATTENDING!

Visit our website for FAQs: <https://www.littleceos.org>

Contact Us @ lcbf@littleceos.org