

Second Annual Holiday Market
Saturday, December 4, 2010
Vendor Instructions for Registration

The sale hours are from 10 am until 4 pm. The sale will be advertised to the general public and admission and parking is free. Shoppers are encouraged to bring a used book to donate to our spring book sale, but all will be admitted.

Every effort will be made to avoid duplication of items for sale. First time vendors must submit photos of items for sale with their registration form and check. Vendors should offer only items they have handcrafted or altered or if they are operating as authorized representatives of a company. Resale items (i.e. flea market) are not permitted.

Registration is not complete until a form accompanied by payment is received. Space rental is \$30 and donation of an auction item to our school for later use. The donation item will be collected the day of the sale.

A confirmation email will be sent. Please set your computer to accept emails from dayschool@stfrancisgreensboro.org. The best way to communicate with the committee is via email.

On the day of the sale the doors will be unlocked for set up at 8:30 am. Tables will be labeled and no changing will be permitted. Please note any special set up display requests on your form at the time of registration. Early set up of display racks and table cloths will be available the day before the sale. After unloading, all vendor vehicles must be moved to a parking space.

Space rental is for a 6' table in an approximate 10 x 10 space in the church parish hall, hallway or library. Please do not bring additional tables or any equipment that will encroach on others. Accommodations will be made in the order of registration receipt. Vendors after a certain point will be asked to bring their own tables for set up by Thursday, December 2.

Thank you so much for making our sale a huge success and a new Greensboro holiday tradition!

All the best,

Rae Augustin, director

St. Francis Day School

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