



Thirty-Fourth Annual Church Mouse Bazaar

Saturday, November 19, 2011
Gates Presbyterian Church
1049 Wegman Road
Rochester, NY 14624

General Rules and Map (on back)

1. The building will be open for exhibitors to set up their tables at **7:00 AM** on November 19, 2011. No one will be admitted to the building before 7:00 AM. Each group or individual will be directed to an assigned area upon arrival.
2. You must sign in and pick up your information packet by 8:30 AM on the day of the bazaar. We will sell your space to a crafter from the waiting list if you have not arrived by 8:30 AM.
3. Immediately following unloading, all exhibitors must move their vehicles to the parking lot of the office complex next door. **This is absolutely necessary!**
4. Booths must be staffed and ready for business at 9:00 AM. Sale hours are from 9:00 AM until 4:00 PM. **Exhibitors must remain set up for the entire length of the show.** Failure to do so will result in automatic removal from the mailing list for admission to future shows.
5. Tables must have floor-length coverings. Sheets work well and can be dyed. Please make an effort to have an attractive display.
6. Crafters are given free hot beverage coupons the day of the show. Please bring your own mug to fill when redeeming coupons.
7. Absolutely no food or beverages are allowed in the carpeted areas. Hostesses will be available to fill in for you at your booth after 8:00 AM if you would like to leave for something to eat or drink.
8. Each exhibitor will be solely responsible for the display, care, and protection of his or her merchandise. People will be available to watch your booth for you while you take a break.
9. Each exhibitor will collect his or her own money and be responsible for collecting sales tax, if applicable.
10. No baked foods or candy will be allowed for sale by exhibitors at the bazaar.
11. This is a new, modern facility that has sufficient lighting in show areas. Therefore, electrical extensions will not be allowed unless asked for in advance and noted in the confirmation letter.
12. No nails, tack, or tape can be placed on the walls.
13. Each exhibitor will clean up his or her area before leaving.
14. There is no smoking allowed.
15. An exhibitor may only have a booth located in the social hall for two consecutive years. After that he or she must be out of the hall for two consecutive years before returning.