

Annual Arts and Craft Fair

held on the Essex Town Green

Sponsored by the First Baptist Church in
Essex

Fair Hours: 10 - 4

Welcome! We're glad you will be with us on the third Saturday in August, and hope that you will have a great day. This brochure contains information and instructions designed to help make the day run smoothly. We will also have a number of volunteers available to assist you throughout the day.

1. Check in: Please check in with the coordinators in the **parking lot**. Confirm the number and location of your space.

2. Parking: Once you have unloaded, please move your car to the town hall parking lot. A map and directions to the Town Hall are provided in the brochure.

Volunteers at the Town Hall will drive you back to the Green. **This procedure frees parking near the Green for customers.**

If needed, volunteers will be happy to watch your booth while you park your vehicle.

3. Need Help? Volunteers in the gazebo will be glad to get someone to assist you.

If you have a cell phone and cannot leave your booth, you can call Joy @ 860-581-0493 for

assistance.

4. Need a Cup of Coffee or Eats?

Coffee, sodas, bottled water, lunch and baked goods lovingly prepared by our FBC Boosters' organization will be sold at the gazebo in the center of the Green. You can place a lunch order ahead of time to be delivered to your booth at whatever time you wish; call in your order, or request a volunteer to cover your booth while you get something to eat.

5. Spaces are 11 x 11 and we ask that you confine your display within these boundaries in order to provide walking spaces for customers' safety and in fairness to other crafters.

6. Unloading/Setting Up Driving vehicles on the grass is prohibited. You may bring hand carts; our helpful Craft Fair Staff will be happy to assist you in unloading and loading.

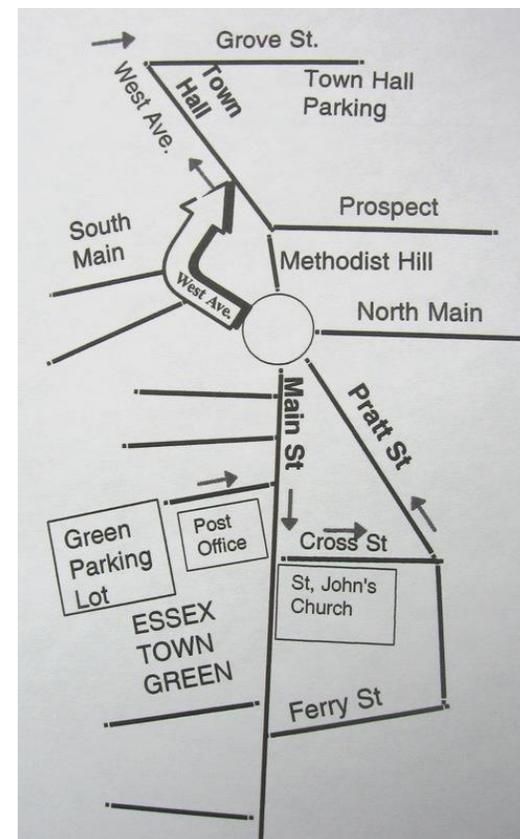
Weights are permitted. **USE OF STAKES IS PROHIBITED** due to the underground irrigation system.

7. Dogs need to be crated or held on a leash (not staked) under the direct supervision of the crafter at all times.

8. Departure: The fair closes at 4:00 p.m. We request that you begin making preparations to leave your site @ 4:00 p.m. as a courtesy to our volunteers who must clean up the Green at the end of the day.

Drivers will be available from 4 to 5:30 to take

you back to the Town Hall to retrieve your vehicle.



Directions to Town Hall Parking Lot

- * Exit parking lot and make a rt on MAIN ST
- * Make a quick LEFT turn onto CROSS ST.
- * Turn LEFT onto PRATT ST.
- * Follow turning Circle onto WEST AVE.
- * Follow WEST AVE. to the top of the hill. WEST AVE curves to the left.
- * Turn right on GROVE ST. The parking lot will be to your right.
- * Shuttle cars will be waiting for you in the lot.