

Greetings from the Authors and Artists Holiday Gift Sale Committee.

Below are the instructions for setup on the day of the event

Dave Jennings will be at the front door of the Armory on the day of the Sale to help you find your space. IF you have any questions, please feel free to contact me (Penny) at 410-937-9742. Also, if you have not yet liked our Facebook page, please do so and remember to advertise the event on your own page. Our Facebook page can be found by searching Authors & Artists Holiday Gift Sale.

All approved vendors must check in between 7:00 and 8:30 a.m. on the day of the event. Vendors must be completely set up by 9:00 a.m. The sale runs from 9:30 a.m. to 2:30 p.m. but, in the past, we have had early customers.

Vendors not checked in by 8:45 a.m. will be subject to cancellation with no refund.

Parking for unloading only will be available in front of the Armory. Please move your vehicle to the Bel Air Elementary School (see map) after unloading and BEFORE you set up inside the Armory.

Authors will be provided with a table and tablecloth (while supplies last) by the Committee. We will notify you if a table is not available.

Please leave parking spaces on the side of the Armory open for customers.

Vendors are requested to stay open and not pack up before 2:30 p.m. Failure to comply means you will not be invited to future events.

We have until 3:30 p.m. to exit the Armory. Each vendor is responsible for removing all trash, boxes and debris from their area.

Volunteers will be available to help unload, load and sit for you during breaks. However, these volunteers will not be present on the day of the event until approximately 7:30 a.m.

Vendors are responsible for their own money, transactions and taxes. WIFI should be available, but vendors should have alternatives if it is not working.

Kindest regards, Authors & Artists Holiday Gift Sale Committee