

Checklist for Vendors

____ Submit your completed application to Sia Yang no later than **Friday, October 26, 2018**.
Late applications WILL NOT BE ACCEPTED.

____ Send photos (2 photo for two people for Merchandise, Photograph, & Drink/Fruit Booth; 4 photos for 4 people for primary food booths) to Sia Yang at yangsia@live.com by **Friday, October 26, 2018** for admission purposes.

____ Notify Sia Yang of any extra people that you will have during the event and pay the admission fee when you arrive for check-in.

____ Have your food permits (for all food/drink booths) ready on the day of check-in.

____ Confirm your check-in date/time (Friday evening or Saturday morning) with Sia Yang no later than **Friday, November 2, 2018**.

____ Walk through your booth at check-in and check-out with Sia Yang or one of the Vendor volunteers. (**Check-in on Friday is TBD. Check-in on Saturday, November 10th is from 6:30 a.m. to 8:00 a.m. Check-out on Sunday, November 11th by 5:00 p.m.)**)