

Dear Faire Exhibitors:

Please take a moment to read the following information and instructions regarding your booth at the Temescal Valley Community Faire:

Date: Saturday, May 21, 2011

Time: 11:00 a.m. - 4:00 p.m.

Place: Temescal Driving Range, 23100 Temescal Canyon Road, Corona

Booth Information:

Your registration fee includes a covered 10' x 10' booth, an 8' table (with tablecloth and wind clips), and two chairs. You may bring additional tables, chairs, easels, etc., as desired, as long as they fit comfortably in your booth.

Signage:

Signage is not provided. Please bring your own signs. Following is a link to photos from the last Faire to give you some ideas:

http://www.temescalfaire.com/Photos_2009.html. (Watch slide show or scroll down to see exhibitor booths.)

Arrival/Set-up:

You may arrive any time after 9:00 a.m. to set up your booth, as long as you are set up and ready to go by 11:00 a.m. All booths must remain set up and manned until 4:00 p.m. Do not tear down early. We suggest you have at least 2 people in your booth so you can take breaks to eat or use the restroom or check out the other booths without leaving your booth unmanned. At 4:00 p.m., please dispose of the tablecloth and all of your trash and leave the booth as you found it.

Check-In/Parking:

When you arrive on Saturday morning, please follow Temescal Canyon Road to the parking lot entrance designated with a "**Parking**" sign. (See attached Exhibitor Check-In Map.) This entrance is north of the driving range parking lot, and it is a dirt lot. Continue through the main dirt lot down to the driving range field as shown on the attached map. The first pair of canopies will be the Exhibitor Check-In Booth. When you check in, you will receive your booth number and further parking instructions.

Please Note: You will be able to drive your vehicle to your booth to unload, but then you must move your vehicle to the designated Exhibitor Parking Area, which is located very close to the booths. A more detailed layout will be given to you at the Exhibitor Check-In Booth.

Flyers and Brochures:

As a courtesy to our Faire guests, we ask that you please hand out flyers or brochures only from within your booth.

Generators:

If you are bringing your own generator, please make sure it is a silent running generator so the noise will not bother the adjacent vendors. If you have reserved and paid for one of our generators, it will be set up at your booth and ready to use when you arrive.

Miscellaneous Information:

The Faire Committee will be onsite all day to offer assistance to you. Let them know if you need help with putting up your signs or anything else. You will recognize them by their white Temescal Valley Community Faire hats. (Volunteers will be wearing yellow hats.) I will not be at the Faire this year because of another commitment. Jody Hall will take my place at the Exhibitor Check-In Booth.

First aid kits will be located at the Exhibitor Check-In Booth and both entrances. A Baby Changing/Feeding Booth will be located behind the Main Stage.

If you have any questions or concerns not addressed in this email, please reply or give me a call.

Kathy Christian

Faire Exhibitor Coordinator

c/o Ranpac, Inc.

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