## **RULES AND REGULATIONS**

This information is provided to assist you in planning and participating in the Rotary Club 2025 Spring Fling on Saturday, April 6, from 10:00am-4:00pm. We greatly appreciate your participation in the event and ask that you please follow these guidelines to ensure the safety of everyone. Thank you for your cooperation and we hope you have a successful and fun-filled show.

## EVENT TIME 10AM-4PM CRAFTER SETUP 7AM-9:30AM CRAFTER TEARDOWN 4:30PM-6PM

Check In	Your space should have been provided during registration and confirmation. If you are unsure of your space number, you may check in at the corner of <b>Massachusetts Avenue</b> and Lakeshore Boulevard, Saturday morning starting at 7:00. If you have your space number you may proceed directly to your space number and start setup. However, DO NOT SET UP BEFORE 7AM SATURDAY as the street is not closed to through traffic.
	If you are running late, please let us know by calling Chris at 407-908-9934. If we don't hear from you before 9:30am, we will give your space to the folks on the wait-list.
Unloading and Setup	You may drive through the street (Lakeshore Boulevard) from 7-9:30am, however please limit unloading to fifteen (15) minutes and then move to a parking area to allow others to unload. Vehicles must be removed from the street by 9:30am to allow for safe passage of pedestrians. You should be completely setup by 9:30am.
	Each space is allowed 10' x 11' to setup as you please. We recommend use of standard tents however it's not required. <u>All booths must be properly</u> <u>weighted and secure.</u> Tents will be on a paved street and should not damage the pavement.
	You are responsible for your own setup, teardown and cleanup after the show.
	Please see the registration page for information regarding rental equipment available.
Teardown/Pack Up	AFTER 4pm vehicles may be in the event area for teardown/pack up. For safety reasons, no vehicles will be allowed in the event from 9:30-4:30. Please remove everything from your area prior to leaving.

Traffic	You may enter at Massachusetts Avenue and Lakeshore Boulevard. You will
	then turn on Lakeshore Boulevard and proceed to your assigned location.
Parking	Parking is available for Vendors on Indiana Avenue, Illinois Avenue, Ohio Avenue between Lakeshore Boulevard and Cypress Avenue and at the end of Michigan Avenue. A Parking Pass will be mailed.
Toilets	Toilets are located at the end of New York Avenue and Portable facilities will be located at the end of Massachusetts Avenue and Pennsylvania Avenue.
Lost and Found	The Lost and Found Box will be maintained at the Rotary tent at the corner of New York Avenue and Lakeshore Boulevard. Please bring any misplaced items that you find to this central location so that its owners may recover them easily.
Clean-up & Trash	Please help us maintain a clean and safe show by utilizing the trash receptacles located throughout the area. Your display, tent or merchandise must be completely removed by 6pm Saturday to allow for city clean-up crews to clean the streets.
Rain/Weather Policy	<u>The show goes on rain or shine!</u> Sorry, there are no refunds for rain or your failure to attend.
Refunds	Refunds will be given for cancellations received before March 26.
Questions?	Additional information may be found on our website rotaryclubofstcloudfl.org. If you have specific questions, please email <u>Rotaryclubofstcloudfl@gmail.com</u>