

# Morro Bay Street Fair Instructions

**Check-In:** You MUST check-in with the MBMA Fair Coordinator BEFORE setting up. Failure to check-in by 8am may cause relocation. We don't want to leave empty spaces in the middle of the fair, so we may reassign your location if you check-in after 8am. We WILL have space for you, just not your preferred spot. The Fair Coordinator will be at MB Blvd and Monterey.

**Directions to Event:** Be SURE to print out a map from the website: [www.morro-bay.net/mbma/aerialfairmap.jpg](http://www.morro-bay.net/mbma/aerialfairmap.jpg)  
Get off Highway 1 at Morro Bay Blvd and go straight down MB Blvd. As you approach the venue turn LEFT, go one block and then turn RIGHT and head straight down Pacific. Finally turn RIGHT on Monterey. (This gets everyone moving in the same direction and avoids a traffic/trailer jam.) Barricades will be up around the venue by 7am.

**Set-up time is 7:00 am** or when barricades are erected. Do NOT start setting up until the barricades are up, no matter what.

**Check-in first: between 6:30 and 8am** - at the MBMA booth or with the Fair Coordinator (Lily Aanerud) or one of the other Merchant's Association helpers (i.e. Bill, Nancy, John, or Penny)

When finding your space - look for the chalk marks in the middle of the street - we're happy to help you find your space if you are having trouble

**Need to be set and ready by 9am for both the August Fair or the November Fair**

Remember that all vehicles must be off the street by starting time. Be courteous while setting up and move your vehicle if necessary to let someone by.

**Note that booths are 12X12**, so don't go beyond that. (Remember that customers have to walk on the sides of your booth in between the sidewalk and your booth as well as between the groups of four. Also, don't be scared of your fellow vendors - you should be right up against the other three booths in your group of four - look at the map for reference)

It is a good idea to be early to get in place to start setting up. Depending on how much time you need, you may not need to arrive as early as 7am. Please arrive by 8am; however, to allow time to set-up. There will be congestion caused by the loading/unloading of vehicles and the setting up of booths.

## Last Minute Sign-Ups

If it's late and you'd like to sign-up - simply fill out an online application, print it out, sign-it and bring it to the faire with check or cash. Make sure to add a \$20 late fee to the regular \$80 booth fee. Check-in with the coordinator for booth space assignment. Also, make sure to arrive in sufficient time for your set up prior to the Fair opening.

## During Faire

**Make sure to pick-up trash in your area.** The fair has its own dumpster! It will be located in the parking lot behind Bank of America (Corner of Monterey & MB Blvd) ASK the MBMA booth if you have any doubts. Make sure to put all trash in a fair trashcan, NOT a city one and NOT in the bins of local businesses. It is NOT okay to use the dumpsters of local businesses or to leave trash piled up around a city trashcan! If you have any questions during the faire, see one of the fair helpers.

## Break-down

Do not break-down until closing time (5pm for Summer Fair and 4pm for Holiday Fair).

You must be off the street by 6pm for Summer Fair and 5pm for November Fair. Note that breaking down goes quickly and we've always been easily off the street in an hour and a half. If you need more time to put away breakables, simply move your things to the sidewalk and continue. If you need any help, simply ask.

Note that trash left at your space is YOUR responsibility. Please be courteous.

## Future Merchants Fairs

As a nearly 30 year endeavor, we hope to make our future fairs as excellent as current ones, if not better. Please sign-up for our future street fairs while you are at this fair. All we need is a filled out application for the future fair(s) and at least half of the booth fee. We have street fairs in early August and one the Sunday after Thanksgiving every year. Not to worry, all records are kept with precision, you have our word and of course a receipt. We will also have a map for next year and you can pick your space right then and there. (If you were unhappy with any of your booth spaces this year, there's always next year to get a superb spot if you get in early). Don't let your space get away!

Fair website: <http://www.morro-bay.net/mbma>