

# NEW CITY STREET FAIR

**SET UP:** Starts at 7:00 AM to 9:00 AM, ALL VEHICLES MUST BE OFF THE STREET BY **9:00 AM** NO EXCEPTIONS. **THIS WILL BE ENFORCED BY THE POLICE.** YOU **MUST** HAVE YOUR ENCLOSED SPACE # CARD TO SET UP AND IT MUST BE VISIBLE ON YOUR DASHBOARD. The streets will be blocked off, **ENTER ONLY THROUGH MAIN STREET NEAR THE COURT HOUSE MAIN STREET WILL BE ONE WAY ONLY IN AND OUT** we will be located there when you come in. All tables must be covered all the way around and to the **GROUND**, all boxes and packing material must be out of sight. **TENTS** – Must have weights on **ALL FOUR LEGS** or you will be asked to remove it. All tables must be **COVERED** to the ground.

**VENDOR PARKING:** Will be located in the Town Hall Lot on Maple Avenue. After you unload continue down Main St, make a left on 1st or 2nd Street, then a left on Maple to lot.

**SPACES:** Spaces are **10 x 10** stay within your space look for black tape. Spaces will be marked **on the curb** with black numbers in a yellow square in the middle of your space, look for section signs. **MAKE SURE YOU ARE IN THE CORRECT SECTION BEFORE YOU SET UP** if you set up in the wrong space you will be asked to move – refer to the map below for your space and drive in instructions. Park in your space and **UNLOAD** close to the curb then **MOVE YOUR VEHICLE** to parking spaces on the map **THEN SET UP.** **Exhibitors must be in their space by 9:00 AM or your space can be reassigned. YOUR VEHICLE MUST BE OFF THE STREET BY 9:00 AM. (TRUCKS MUST BE IN THEIR SPACE ON OR BEFORE 8:00 AM)**

**GPS: 1 SOUTH MAIN ST, NEW CITY 10956**

**PORT-A-JOHNS:** Will be located behind space # A-24.

**BREAK DOWN:** You **MUST STOP selling at 5:00 PM** and start packing. **DO NOT BRING YOUR VEHICLE UP UNTIL YOU ARE PACKED. NO VEHICLES WILL BE ALLOWED ON THE STREET UNTIL AFTER 5:00 PM. ALL TENTS AND MERCHANDISE MUST BE OFF THE STREET BY 6:00 PM. MAIN STREET WILL BE ONE WAY ONLY. THE POLICE WILL ISSUE TICKETS TO ANYONE BLOCKING TRAFFIC.**

**Woodwill co-coordinators** will be walking each section to assist you. Reach us during the show on our cell #516-639-9591. (Woodwill - PO Box 5186, Hauppauge, NY 11788 – 631-234-4183)

