



2024 Creative Quilters Guild of Ellis County Quilt Show “In the Zen Garden” in Ennis

Questions/Concerns – email Janice Kendrick- Vendor coordinator or Cindy Garris
at vendorcoordinator@elliscountyquilters.com

Show Date(s) July 19th and July 20th - Doors open at 8am for Vendors (Breakfast)

Set-up Thursday, July 18th from 9am – 5pm

Public Show Times: Friday, July 19th and Saturday, July 20th – 9am – 4pm

Location: Sokol Hall – 2622 East TX Hwy 34, Ennis Tx 75119

Please wear your badges.

Sales and Use Tax – 8.25%

SET-UP Instructions:

- Set-up begins on Thursday 18, 2024 at 9am and must be completed by 5pm.
- No one will be scheduled a time or place to unload. Unloading locations include the side doors.
- Be considerate of your fellow vendors and do not block the unloading docks, side entrances.
- Move everything into your booth(s) from your cars/trailers before setting up.
- Move your vehicle as soon as you have your vehicle unloaded.

Show Days:

- Doors open at 8am on both Friday and Saturday for Vendors. Breakfast will be available beginning at 9 am. (At this time, we are planning on having lunches for our vendors, but if you have any dietary needs, please bring something that you can eat.)
- Doors open to Public at 9am both days for the public.
- Doors close to Public at 4pm on both days for the public.

TAKE DOWN Instructions:

Note: Do not park your vehicle in the loading areas until you have EVERYTHING packed and are ready to roll it out. No Exceptions. You will be asked to move your vehicle if you do not comply with this request.

- Take-down can begin on Saturday, July 20th, 2024, at 4pm **after all customers have left the building**. Do not begin to break down your booth before 4pm, as it is a safety issue.
- Should you begin packing / breaking down early, you may not be asked to participate in this event in the future.
- Be considerate of your fellow vendors and do not block the loading docks, side entrances.
- The building must be empty by 7pm.

Further Instructions

We ask that you come fully prepared for setting up your booth. You may have need of power cords and/or lights for your booth, so please bring those. We will try to place you near an outlet if you need power, but you may need to have an extension cord. Please label all your cords, equipment, boxes, etc. with your company name so there will not be any confusion when it is time to pack up. And we ask that you please place all your trash in the provided trash cans before you leave. If you have any large empty boxes, these can be broken down and we will direct you to the dumpsters. We will **try** to have some volunteers on hand if you need some help getting your boxes to or from your vehicle.