



4401 Silver Ave SE, Albuquerque, NM 87108 • www.coralcharter.com

The Coral Foundation for Excellence in Education

1st Annual Arts and Crafts Fair
Thursday, December 7th, 4:00-7:00 pm

Vendor Information

- Set up time is 3:15 pm. When you enter the school, there will be an information table by the door where you will check-in and get your table location. All tables must be setup by 4:00 pm. For courtesy of other vendors and customers, please do not start teardown until 7:00 pm.
- **Silent Auction:** All vendors MUST donate 1 item minimum per booth. Items with description should be turned in when you check in at 3:15.
- There will be security on the school grounds.
- Food and drinks will be available to purchase.
- WIFI will be available. Sign in information will be distributed upon check-in.
- Free parking will be available in the lot just east of the school on Silver Ave.
- Loading and unloading will be in the parking lot at the entrance to the school (north side of building). Once items are unloaded, please move your vehicle to the lot across the street.
- Limited electrical outlets will be available. Please note on your application if you will require electricity.
- Vendors will be notified by email once the application has been approved. The last day we will accept applicants is November 30, 2017.