

EXIT

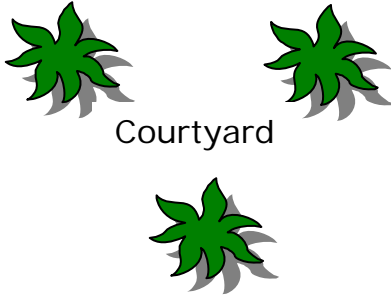
EXIT

34	35	36	38	39
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21	19	17	45
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EXIT

33
[Blue]
32
31
[Blue]
[Blue]



[Blue]	[Blue]	37	40	[Blue]
 <p>Courtyard</p>				
[Blue]	27	25	[Blue]	[Blue]

*Holiday
in
Smoke
Rise*



[Blue] Indicates that the room is not used during show

Cafeteria

[Blue]	20	18	16
22	 <p>Courtyard</p>		15
23	 <p>Courtyard</p>		14
[Blue]	[Blue]	12	13



Sip N Nibble
(Gym)




EXIT

EXIT

30	29	28	26	24
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[Blue]	[Blue]	Office
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MAIN ENTRANCE

 <p>Media Center</p>	 <p>Computer Lab</p>	 <p>Music Room</p>
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EXIT



EXHIBITORS' INFORMATION FOR FRIDAY AND SATURDAY – PLEASE READ!!!

FRIDAY INFORMATION:

- Unfortunately, we were unable to accommodate all “hall” booth requests.
- Check-in starts at 6 pm and ends at 9 pm. Please check-in at your assigned time.
- Place the enclosed parking pass on the dashboard of your car. The parking pass is for check-in on Friday and for parking in the field behind the school on Saturday.
- Boy Scouts and/or The Smoke Rise Safety Patrol will be available to assist you in unloading your car and transporting your craft in exchange for donations. Please do not ask them to carry very heavy, valuable, and/or fragile items.
- Doors will close promptly at 10 pm tonight, and the security system will be turned on. Doors will re-open for exhibitors (only) at 6 am in the morning.
- Please let us know if you will not be setting up on Friday evening.
- Follow the police instructions at all times and park where instructed.
- If you have any questions, please come to the check-in table near the front of the school – or see a volunteer wearing a green apron.
- This year, Sip N Nibble will feature food from Matthews Cafeteria in Tucker, GA. Please request an order form at check-in if you would like your lunch delivered to you during the show.

SATURDAY MORNING:

- Doors will open to exhibitors at 6 am.
- You must enter through the front doors near the office. All other doors will remain locked until the festival opens at 9 am.
- All exhibitors must arrive no later than 7:45 am and your booth must be ready by 8:15 am.
- Each exhibitor is allowed two helpers. Each helper must be wearing a badge and must accompany the exhibitor at the time of entry in the morning. Any helpers who do not arrive with the exhibitor will not be allowed entry until 9:00 am.
- If you need assistance on this day, please see a volunteer at the welcome table near the front of the school – or see a volunteer wearing a green apron.

CLOSING:

- Please use the trash bags in your room for all of your trash. You are expected to leave the area in the same condition that it was in when you arrived.
- The event ends at 4 pm. Please do not begin packing up your items or closing down your booth prior to this time.
- All vendors must have their booth space cleaned up and packed up no later than 6 pm. This will be strictly enforced.

Holiday in Smoke Rise is the school's largest fundraiser of the year. One hundred percent (100%) of the proceeds go toward Teacher Wish Lists and school activities. Thank you for your support! We wish you a very successful event this year and a happy holiday season.

-HiSR Committee

Holiday in Smoke Rise

*Exhibitor Saturday Parking Pass
& Friday Unloading Time*

Friday, Dec. 2, 2011

7:30 p.m.

to 7:50 p.m.

PARKING, UNLOADING, and CHECK-IN

FRIDAY

Arrive by your assigned time. Your assigned time is located on your blue parking pass.

Police officers handling traffic will allow you to park and unload in front of the school during your allotted time. PLEASE FOLLOW THEIR INSTRUCTIONS. They are DeKalb Police Officers and they can ticket you. Our goal is 0 tickets!!

After you have unloaded, park in the field behind the school. The entrance is near the intersection of Hugh Howell and Silver Hill.

SATURDAY

Park in the field behind the school. Put your blue parking pass in your windshield.

The school opens at 6 a.m. that morning. You can unload and set up on Saturday, but you need to be completely done by 8:15 a.m. We cannot promise you upfront unloading on Saturday morning (you may have to unload from the field).

CHECK-IN

You have to check-in! Check-in will be located in front of the Media Center which is to the right after you walk through the front entrance of the school. Report problems to check-in or to the front office (during the show).