

## UNLOAD & SET-UP

We've worked out a roster which allows everyone good time for this job. The two constraints are access, and the bus tour. The roster seeks (a) to make the tour possible for all who have asked, (b) to avoid bottlenecks in unloading, and (c) to get farthest-in tables set up first.

Note that we will have two or three trolleys, and several men to help expedite unloading. The key to a smooth operation will be to get your stuff out of the vehicle and to your table as quickly as possible. Don't hesitate to ask for help in this process, and please be patient at that point.

Once at your table you can relax and take all the time you need for setting up.

At this stage there will be four groups unloading, from 1pm, 2pm, 2.45pm and 3pm. They are as follows:

**1.00 pm** Oxwell, Lackie, Maher, Brewster, Eldridge, Osborne, McIlwaine, Crocker

**2.00pm** Johnston, Collins, Milliken, White, Murt, Hughes, Justin, Clark

**2.45pm** Ranaan, Beveridge, McDonogh, Hauswirth, Singer, Boyd

**3.30pm** Manning, Oliver, Uren, Carr, Begbie, Elliott

**Display tables:** Jensen, Rourke, Wilson, O'Donnell – separate arrangements.

Further points:

- people on bus tour who haven't finished set-up by 2pm can return at 4pm to complete.
- Flexibility and patience are necessary. If there's a hold-up, please don't take it personally, as we try to accommodate 30+ stallholders and 40+ tables.
- Please don't show up to haunt the hall before your unloading hour.
- Unloading will begin by reversing your vehicle up the paved path to the hall entry.

There is inviting grass alongside. PLEASE - NO VEHICLES ON THE GRASS or we may not be welcome back!

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Check list for you:

- make sure of your unloading time
- there will be one or two blokes organising unloading point(s)
- if you need help/trolleys, do ask
- no trading Saturday
- **remember HRSA badges**. Richard Elliott will add to them!
- remember **drop cloths** to cover your stall, also your own table cloth if you're taking a small table
- doors opened to stallholders 8am Sunday for final prep. before doors open to members at 8.30am.
- Hall to be cleared by 5pm