



First Friday Guidelines

www.fayettevillemainstreet.com

If the guidelines are not followed, you will not be able to participate at the next First Friday. If you do not show up for 2 First Fridays without notice, you will not be able to participate in First Friday. If you cannot make it to First Friday, you cannot "give" your spot to another vendor without communication with the FFF Committee Chair or FMS Director.

We ask that all vendors observe these guidelines to keep the experience fair and SAFE for all involved. We will be enforcing these rules. If you do not follow ALL guidelines, you will not be permitted at the next event. Thank you for your participation!

REGISTRATION

Vendors **MUST** be a member of Main Street and **MUST** register for EACH First Friday to participate. Registration closes when spots are filled or the Wednesday before First Friday at NOON.

You will receive a confirmation email by Thursday at 8PM before First Friday.

CHECK-IN

Check-in officially begins at 3:30 in the parking lot at the corner of Washington Street and Elk Avenue. Please enter the parking lot on the Washington Street side entrance no earlier than 3 pm. Your spot in line does not determine your booth location.

***** FOOD TRUCKS MAY LINE UP ALONG ELK AVENUE*****

VENDORS MAY NOT PARK ANY VEHICLES ON THE SQUARE BEFORE CHECK-IN. VENDORS CANNOT BE ON THE SQUARE. ALL VEHICLES MUST BE AT THE CHURCH PARKING LOT PRIOR TO RELEASE. The Square parking is reserved for businesses and the courthouse until 4:00 pm at which time we hope to begin allowing cars in for setup. Cars parked inside the Square after 4pm hinder the setup process since all vendors are assigned spaces. Barrels will be placed at entrances to prevent non-FFF participants from entering. **DO NOT BEGIN SETUP UNTIL WE RELEASE FROM THE CHURCH PARKING LOT.** If you do not follow this guideline, you will NOT be able to participate in the next First Friday event.

*Volunteers on the Square will help you navigate to your space which will be marked.

SETUP

Once you are released from the check-in lineup, you will enter the square on the EAST side (Carter's side) with your vendor card. **Any vendor attempting to enter the square for setup without your vendor card provided at check-in will be redirected to the check-in station.** FMS Volunteers will help navigate this process.

Please unload your vehicle, move it from the square to the church parking lot, and then setup your booth **AFTER** your vehicle is moved, so that all vendors can access their spot in a timely manner. Please park your vehicle back at the church parking lot.

There are no guarantees to booth assignment location. Booth location assignments are subject to change each month dependent upon the number and type of vendors. We will TRY to accommodate any special booth requests. Please let us know upfront if your booth requires special accommodations.

WEATHER

First Friday is a RAIN OR SHINE event. Please be prepared to weight your tent in the event of wind.

NOTES/REMINDERS

FIRST FRIDAYS BEGIN OFFICIALLY AT 5:00 PM. You cannot enter the square to setup after 4:45PM. Your booth must be setup and your vehicle moved by 5PM for safety reasons. If you do not follow this guideline, you will not be permitted to participate in the next First Friday event.

Please email us with any feedback you have about First Friday. The Board appreciates your cooperation as we learn from the process and work to make it more efficient, fair, and safe for all. fayettevillemainstreet@gmail.com