

## DROP OFF – PICK UP -- TAKE NOTE

### DROP OFF –

1. **IF BEING JUDGED** BRING TO MERRIMAC PUBLIC LIBRARY, 86 West Main Street, Merrimac, MA 01860, between **8:00-8:30 AM ON WEDNESDAY, September 28<sup>th</sup>**. Your quilt will be transferred for you to Hope Church and hung for the show.
2. **IF BRINGING TO HOPE COMMUNITY CHURCH**, 11 Hale Street, Newburyport, MA ON **THURSDAY - Sept. 29<sup>th</sup> ONLY – FOR DROP OFF** – come in to the main entrance of the church between 8:30 and 10:00 AM.
3. REMEMBER IF YOU CANT MAKE IT TO EITHER LOCATION WE HAVE DROP OFF LOCATIONS FOR YOUR CONVENIENCE

### PICK UP –

1. IF AT THE SHOW YOU WILL BE MOVED OUT INTO HALLWAY WHEN SHOW CLOSES.
2. ONCE THE SHOW CLOSES AT 4PM – **YOU WILL HAVE TO ENTER LEFT FRONT DOOR** ONLY FOR PICK UP PURPOSES. Same as #2 above vendors and rental workers will be using side door.
3. **ONLY TAKEDOWN WORKERS WILL BE ADMITTED TO THE GYM UNTIL ALL QUILTS ARE DOWN AND BAGGED.** THEN ONLY THE RUNNERS WILL BEGIN TO ACCEPT RECEIPTS AND BRING TO CHECK OUT DESK. THERE WILL BE NO EXCEPTIONS. THIS WILL TAKE SOME TIME SO PLEASE BE PATIENT. YOU MAY PICK UP YOUR QUILT **UNTIL 5:00 PM**
4. WHEN YOU COME FOR YOUR QUILT AFTER THE SHOW ENDS, REMEMBER THAT YOU MUST **PRODUCE THE RECEIPT THAT YOU GOT AT CHECK IN.** IF YOU DO NOT HAVE IT, YOU WILL WAIT TO BE ASSISTED UNTIL OTHER MEMBERS HAVE THEIR QUILTS RETURNED TO THEM. THIS IS ALSO TRUE FOR QUILTS YOU MAY BE PICKING UP FOR A FRIEND; IF YOU DO NOT HAVE THE RECEIPT YOU MUST WAIT AND YOU WILL BE ASKED TO SIGN FOR QUILT
5. THESE SECURITY STEPS WILL ASSURE THAT YOU GET YOUR QUILT. IT MAY SEEM A NUISANCE, BUT CONSIDER HOW YOU WOULD FEEL IF YOUR QUILT WAS MISSING.