



## NESA Garage Sale | Vendor Information & Guidelines

**Date & Time:** Saturday, May 24, 2025 from 9:00 am to 3:00 pm

### Vendor Setup and Takedown:

- Doors open at 7:00 am for vendors.
- All tables must be set up by 8:30 am.
- Optional setup: Friday, May 23, from 3:00 pm to 7:00 pm.
- To maintain a professional atmosphere and provide a positive experience for all, vendors must keep their tables set up until 3:00 pm. Those who pack up early may not be included in future events.

### Table Rental Information:

- **Cost:** \$20 per 6' table (Maximum 2 per vendor)
- **Registration:** Begins April 7 for NESA members (in-person or over the phone), and April 14 for non-members (in-person, over the phone, or online). Payment is due at registration.
- **Payment Methods:** Cash, cheque, debit/credit accepted.
- **Registration Deadline:** May 9, 2025

### Vendor Guidelines:

- Keep the floor area in front of the table clear for customer safety and fire regulations.
- Vendors are responsible for the security and safety of their items.
- Evaluation forms will be provided and collected at the end of the event. Your feedback is important to us.
- Café will be open but you may also bring your own food and drinks.
- Vendors must remove all garbage and items not sold at the end of the event
- Please be aware that there are no change rooms available
- Prohibited items: Weapons, drug paraphernalia, explicit items, large furniture and other large items, food items

### Refunds:

Refunds will only be given if the event is canceled or if a replacement vendor is found on the waitlist. Please notify us as soon as possible if you need to cancel.



### **Advertising:**

- **Facebook:** The event will be posted on NESAs Facebook page, with options for vendors to share.
- **Online Ads:** NESAs will purchase online ads to promote the event citywide.
- **Website:** Event details will be posted on [www.nesa1.ca](http://www.nesa1.ca).
- **Emails:** Reminders will be sent to NESAs email list.
- **Posters:** These are displayed at NESAs and local community centers. Vendors can help promote them by sharing posters, which are available in hard and digital copies.
- **Street Sign:** The event will be promoted on the 137th Avenue street sign.