

Frequently Asked Questions

**Q) When are the dates for future shows?**

1. Fall Into Christmas EXPO October 21st-2017
Spring Fling Craft & Bake thing April 21st-2018

**Q) What is the cost?**

***October 21st, 2017***

*\*Accepting Application from October 17th, 2016*

*Booth rentals are $60.00 plus GST.*

***Extra tables are available for an additional cost.***

**Q) Where can I find a registration form?**

1. A copy of the registration form can be requested by calling the Morris MultiPlex office at 204-746-2832 or emailing Chelsea Gauthier at admin@morrismultiplex.ca. You can also download a copy from our website @ [www.morrismultiplex.ca](http://www.morrismultiplex.ca).

**Q) Are there dividers between my booth and my neighbour’s booth?**

1. Unfortunately, we don’t offer spacing or curtains in between booths. If you need the extra room we suggest purchasing an additional booth.

 **Q) Are tables and chairs included in my booth rental?**

1. One table and two chairs are included in your booth purchase. Additional tables can be purchased for $20.00. We recommend a maximum of two tables per booth. Please keep in mind the purchase of an additional table does not increase the square footage of your booth.

**Q) Will I have to pay for parking?**

 **A)** No, we don’t charge for parking.

**Q) Is there an ATM on-site?**

 **A)** Yes, we have an ATM in the building and appropriate signage for the public will be mounted.

 **Q) What time is Set-up for the Spring Fling Craft & Bake Thing?**

1. We will be allowing exhibitors to set up their displays on the Friday before, between 9:00 am and 4:30 pm, at no extra charge. Exhibitors will also be allowed to set up on Saturday, April 22nd between **7:30 am and 9:45 am**. **The main doors will be locked at 9:45 AM to prevent early shoppers.** The doors will open to the public promptly at 10:00 am, and the show will end at 3:00 pm.

**Q) Are food services available?**

1. Yes, there will be a canteen where food and beverages can be purchased.

**Q) What methods of advertising has the Morris MultiPlex taken for this event?**

1. Details on this event will be posted on the Morris MultiPlex website, Town of Morris Website, RM of Morris Website, and all applicable social media outlets. Posters will be distributed to all surrounding communities. Printed and/or electronic versions of the advertisements can be made available to you, should you wish to distribute as well. For more information please contact Chelsea Gauthier at 204-746-2832.

**Q) Do you charge admission to visitors of the show?**

1. We do not charge admission; the craft show is free to all who wish to attend.

**Q) I am a returning vendor; can I reserve the same spot for the 2017/2018 show?**

1. Unfortunately, booth preference is not given to returning vendors, however please state on the application if you require or will be bringing an additional table. The Morris MultiPlex will do it’s best to accommodate those wishes on a first come, first serve basis.

**Q) How do I choose my booth preference?**

**A)** As you may have noticed, booth numbers will no longer be accepted as booth choices. We only finalize the map and booth numbers 4 weeks prior to the event.

A copy of the final map will be emailed to all exhibitors. A copy will be made available on our website at [www.morrismultiplex.ca](http://www.morrismultiplex.ca).

**Q) What is a protocol for cancellations?**

 A) All cancellations made in writing 30 days prior to the show will receive the amount paid minus to $10.00 administrative fee.

 After the 30 days, no refunds will be given and any confirmed booths are **non- transferable**.

**Q)** **Can I trade booth locations with a fellow exhibitor?**

A)We work on the best possible floorplan for each vendor we take into account what items each vendor plans to sell at each booth. For this reason we will not allow any trading of booths.

**Q) Is there accessible Wi-Fi in the building?**

 A) Yes our facility is equipped with an open Wi-Fi throughout building.

**Q) Who is the emergency contact for the show?** A) The Morris Multiplex employs an event coordinator for our facility. She can be reached anytime by email admin@morrismultiplex.ca , by phone at 204.746.2832 (regular office hours) or 204.712.0225 cell.

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