

MSU WINTER ARTS AND CRAFTS SHOW LOAD-IN FAQs

A guide to our load-in/out process for new vendors can be found [here](#).

CAN I CHANGE MY LOAD-IN TIME/LOCATION?

- Potentially. You can request a new Load-In time/location by the appropriate [form](#).
- No requests will be process until November 20th.
- All assignments are final once the Load-In passes are sent on November 21.

Staff Tip: Later times tend to be smoother, faster, and have more availability.

CAN I ARRIVE EARLY AND BEGIN CURBSIDE LOAD-IN?

- **No**, but you may begin unloading lighter items via Open Load-In.

WHAT IF I ARRIVE LATE TO CURBSIDE LOAD-IN?

- Proceed a normal – our staff will work to get you parked.

WHAT IF I NEED MORE THAN 45-MIN AT CURBSIDE?

- We deeply wish we could provide more time.
- Unfortunately, due to the volume of vendors, we cannot extend time.
- Focus off loading your items, not transporting and setting up your booth.
- If you need additional time to unload, you may use Open Load-In

MY PLANS CHANGED. CAN I USE OPEN LOAD-IN INSTEAD OF CURBSIDE?

- Yes. Any vendor may switch to Open Load-In without prior approval – but if you do know in advance, please complete the **Load-In Change Request Form** – it will allow us to help other vendors who did not get the time they hoped for.

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I HAVE A TRAILER. CAN I USE RAMP 6 IF I DETACH IT?

- No. Ramp 6 + Trailers = Bad time. There is not enough space to maneuver.

WHAT DO I DO IF MY VEHICLE HAS CHANGED?

- Complete the appropriate [form](#). This helps us ensure will have an appropriate parking spot.