

**Boca Grande Art Center  
FALL SHOW 2023 GALLERY SUPERVISION**

name \_\_\_\_\_

EXHIBITORS: PLEASE TURN THIS FORM IN WITH YOUR SHOW REGISTRATION AND INVENTORY FORMS BY THURSDAY NOVEMBER 9.

**Show exhibitors help to supervise the gallery during the show. Responsibilities are:**

- greet visitors and give information about the show
- monitor entrance and exit
- assist buyers and cashier as needed
- pick up any water bottles etc. left in galleries

**We need TWO exhibitors at each shift per day, so 12 shifts need to be covered.** When we get everyone's information we'll confirm the shift assignments. If we have enough exhibitors you will only have to do one shift.

**Please circle at least two times on the list below.** We need some flexibility so we can make sure that all shifts are covered. SUNDAY AFTERNOON SHIFT REQUESTS WILL BE ROTATED AMONG EMS. Turn this in with your registration and inventory forms. At check-in you will get this form back with your shift circled. Thank you!

**FRIDAY NOVEMBER 17**

10 - 1:30                      1:30-5

**SATURDAY NOVEMBER 18**

10 - 1:30                      1:30-5

**SUNDAY NOVEMBER 19**

10 - 1:00                      1:00 - 4:00