Dear Deborah,

Thank you for your exhibit at BioTek in Winooski. Please go to the back of the building of 100 Tigan Street for easier unloading. As you go towards 100, on your left hand side there is a hard to see sign saying ‘*Fifteen Tigan Street’*. Turn left onto the parking lot and go to the very end of the building on the right hand side. I will be there waiting for you. I drive a light blue Lexus and my mobile is 802-355-6583. I will most likely be in the building so please call me when you arrive.

Lindy Bessette is the executive administrator’s assistant. Should you need to get in touch with her while your exhibit is up, her mobile is 802-324-1771 or at the office 802-861-8512.

Prices are permitted- just make sure that the labels look good and professional.

BioTek has an easy hanging system. Your work should have a ‘standard wire’ ready to hang. No ‘razor’ hooks please.

Please bring your business cards and print out your bio page along with your contact information on a letter sized paper and headline it with:

**Milton Artists’ Guild presents:**

I look forward to seeing you and your exhibit!

Gisela