

80th Arroyo Grande Valley Harvest Festival Set up and Take Down Instructions and Protocol

All Vendors in Booth Spaces 14-53 may Set-up Thursday, September 21, 2017

BOOTHS 14-53: Due to the number of vendors that set-up on Friday we would prefer that all vendors located in booth spaces 14-53 set-up on Thursday evening, September 21, 2017 between **5:00 p.m. and 6:00 p.m.** If you are planning to set up on Thursday night please e-mail Sam Cotton cotton_sam@hotmail.com the day before. You may set-up after 6:00 pm but we will not be there to help with any questions. Vendors in booth spaces 14-53 which need to set up on Friday, September 22nd, please arrive by 10:00 a.m.

Vendor Set-up Friday, September 22, 2017

11:00 a.m. - 3:30 p.m. (Friday, September 22, 2017)

ALL VEHICLES MUST ENTER FROM BRIDGE STREET (BY IRA'S BIKE SHOP) AND EXIT ONTO MASON STREET (behind ReMax Realty) NO EXCEPTIONS!!

All Vendors: Please check-in as you enter Olohan Alley from Bridge Street on Friday. Booths need to stay within their 10*10 booth space. Please do not encroach into your neighbor's booth space as we will be asking you to reduce the size of your booth to fit within the allotted space. **Vendors are required to set-up between 11:00 a.m. - 3:30 p.m. Friday, September 22, 2017.**

Vendor vehicles will be allowed on Olohan Alley on Friday, September 22, 2017, from 11:00 a.m. - 3:30 p.m. and after 9:00 p.m. If you need to bring your vehicle on the grounds on Friday night after 9:00 p.m., be sure to enter on Bridge Street, and exit onto Mason Street. **AGAIN NO EXCEPTIONS!**

Vendor vehicles are allowed on Olohan Alley Saturday, September 23, 2017, until 8:00 a.m. for set-up. Street Closure begins at 8:00 a.m. **Street closure begins at 8 a.m. Saturday please make sure to arrive before that time. When checking-in you will be provided a pass indicating that you are a vendor please bring that pass with you Saturday if you need to drive into the festival grounds.**

BOOTHS 101-111 AND 136-152: For those vendors in booth spaces 101-111 and 136-152 we would like you to start setting-up at 11:00 a.m. on Friday September 22nd. Please off load your vehicles and then move your vehicle to parking so that other vendors can drive in. You will be entering Olohan Alley (the parking lot) from Bridge Street and exiting on Mason Street.

BOOTHS 112-135 AND 153-157: For those vendors in booth spaces 112-135 and 153-156 we would like you to start setting-up at 12:00 p.m. on Friday September 22nd. Please off load your vehicles and then move your vehicle to parking so that other vendors can drive in. You will be entering Olohan Alley (the parking lot) from Bridge Street and exiting on Mason Street.

*******We will be checking you in as you enter the parking lot area from Bridge Street and handing you an UNLOADING PASS to use on Saturday morning.**

STREET CLOSURES SATURDAY, SEPTEMBER 23, 2017: Saturday you must get in by 8:00 a.m. Saturday, September 23rd as Bridge Street, Mason Street, Nelson Street and Branch Street are all closing at 8 am and Mason Street and Branch Street will be closed to vehicle traffic promptly at 8:00 a.m. and

will remain closed until after the Parade (approximately noon). Nelson Street, Short Street and Bridge Street remain closed throughout the festival Saturday.

PARKING: Parking is available in the LePoint Parking Lot please take a left on Mason Street as you exit Olohan Alley and head North to LePoint, turn left and then left again into the parking lot area. There is also street parking Friday and Saturday but please do not park on Branch Street Saturday as we have the parade and you will get towed. **Please limit the number of vehicles to 1 vehicle per booth space.** There is no designated parking. You may park in any legal parking space that there is available parking. **Please take note of all parking and no parking signs as due to the festival several streets are closed to parking.**

TEAR DOWN SATURDAY, SEPTEMBER 23, 2017 AFTER 4:00 P.M.

Please do not attempt to have your vehicle on the premises until **AFTER** 4:00 p.m. **AGAIN NO EXCEPTIONS!** There is a Children's Parade that will be marching through the Festival after 3:30 p.m. Enter from Bridge Street after 4:00 p.m. and exit onto Mason Street. Please follow all directions given to you by festival staff it is for the safety of the public. If you are requested to move your vehicle please do so. We are working to make it as easy as possible on all vendors and we know you have all had a long day.

If you have any questions please let us know. We thank you for participating and hope you all have a wonderful festival!!!