Festival Set-up instruction

**Times:** (no set up outside of these times)
- Friday June 21<sup>st</sup> 9:00am to 8:00pm
- Saturday June 22<sup>nd</sup> 6:30am to 9:00am

**How to set up:**
- Follow instruction from Citizen Club member for traffic flow
- Stop at RMCC tent (under big oak tree) for space location
- Vehicles may enter festival area for unloading only.
- Take vehicle to space unload items and move vehicle directly to designated parking area.
  - If vendor traffic starts to backup traffic will be routed up to Conference Center and back down driveway to enter festival area.

**During Festival**
- Each festival day all vehicles will be removed from festival area by 9:00am.
- No vehicles will be allowed into festival area 9:00am-6:00pm.
- Vendor handicap parking is on first come first serve bases
  - Food vendors can park in vendor handicap area- first come first serve if they have items in refrigerator trucks.

**Festival tear down instruction**
- Vendors will tear down 50% of their booth before vehicle will be allowed into festival area.
  - When 50% of booth is down vendors will report to RMCC tent for parking ticket. This ticket will signify vendor is ready to bring vehicle into festival area.

**Vendor Exit traffic**
- No vehicles into festival area before 6:00pm
- Vendors traffic flow will be out of vendor parking into parking field, large trailers will go to conference center and then down driveway to await instruction to enter festival area.
- Vendors exit route
  - Vendors in section 13A-24A, B, C, F will exit out the group camping area behind entertainment stage and though the campground.
  - Vendors in section 1A-12A, D, E will exit through main festival entrance by RMCC tent.

**Instructions are subject to change**

**If traffic is not backed up vendors can for go traffic routes with instruction from RMCC**

**Vendors are encouraged to not be in a hurry to exit on Sunday after festival.**