

Pittman Center Heritage Day APRIL 25, 2020

Load-In and Set-Up Friday April 24th

CHECK-IN

Location:

1. **MUST** check-in between “old” Pittman Center Elementary School and Pittman Center City Hall.
2. Your assigned space will be given to you when you check-in.

Friday, April 24, 2020: 12:00 p.m. to 6:00 p.m.

1. Vendors who wish to place their tents on site may do so on Friday between 12:00 p.m. and 6:00 p.m.
2. Please be aware there will be **NO** security on premises to guard your products. We recommend that you do not leave your products overnight.

Saturday, April 25, 2020: 6:00 a.m. to 8:30 a.m.

1. Vendors must have their tents, tables, and products, etc. unloaded and into their space no later than 8:30 a.m.
2. Vendor vehicles must be moved to parking by 8:30 a.m.
3. **NO VEHICLES** will be allowed inside the festival site area after 8:30 a.m.
4. All vendors and guests will have access to the parking area and there are golf cars that will transport you.
5. Vendors are requested to have their set-up complete by 8:45 a.m.
6. Vendors who requested sites with electrical power need to bring their own power cords with **a minimum 100-foot length** and **a minimum 15-amp capacity.**

BREAK DOWN

We ask that **all** vendors wait until 3:00 p.m. before breaking down your booths.

FOOD VENDORS

PLEASE USE SPECIAL CARE TO KEEP YOUR AREAS CLEAN
AND
PROVIDE THE FOOD HANDLERS WITH HAND SANITIZER AND GLOVES