



CRAFT/VENDOR GUIDELINES

EVENT DATE: October 2 & 3, 2021

Dear 2021 Octoberfest Craft Booth Participants:

Welcome to our 39th annual Octoberfest Festival! We are very excited that you are going to participate in this great event. Below are your guidelines for the Octoberfest weekend.

SET UP – Friday, October 1, 2021

UPON ARRIVAL

Upon your arrival, check in at the Information Booth on the grounds. Have your confirmation letter with you. Your booth space number will be assigned to you at that time and an official will show you the location. Pick up a vendor packet at that time. Set up will begin at 10:00 a.m. Friday morning, Oct. 1st and will conclude at dusk.

You must have your booth set up and ready to open no later than 9:30 a.m. on Saturday, October 2nd. **All cars must be off the grounds by 9 a.m.** Oktoberfest officially begins at 10:00 a.m. on Sat., October 2nd.

PARKING

Only one car per booth will be allowed in the booth area during set-up. When you are set up, **please move your vehicle to the designated parking area for vendors. The area will be clearly marked VENDOR PARKING.**

Unity Gym vendors will be allowed to park in the designated area of the **Unity Gym** parking lot, away from the entrances and shuttle roundabout. **There will be NO PARKING north of the gym entrances during the event.**

We ask your cooperation in following our parking rules. **Any other unauthorized vehicles will be towed.** We must leave room for entertainers' buses/trucks, emergency vehicles, and pedestrian protection. **NO EXCEPTIONS ALLOWED.**

CLOSING

Closing time on Saturday is 7:00 p.m. You may close at any time after 7:00 p.m. **No vehicles will be allowed on grounds to remove merchandise until after 7:00 p.m. closing time.**

Sunday hours are from 11:00 a.m. to 5:00 p.m. Your booth must be set up and your vehicle in the vendor parking area by 10:30 a.m. Vehicles will be allowed back in the arts and crafts area after the 5:00 p.m. official closing. **(Absolutely no vehicles in booth areas until closing).**

SECURITY

Security will be provided on the Festival grounds both Friday and Saturday nights. However, Octoberfest and the Marland Estate Foundation assume no liability for the security of your booth or its contents.

Booth Space _____	Paid in Full _____	Amount Due _____
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Important reminder.....Please leave the Octoberfest Grounds and Unity Gym as clean as you find it. This will help everyone leave at a reasonable time and help make the grounds people happy.

If you have any questions, please call (580) 767-0420.