

## **BerryFest 2019 Vendor Instructions:**

Vendors may pick up Participant Wristbands at check in on Thursday & Friday in the Manager's Office at the Fairgrounds. It is the Modular building behind the grandstands, same as last year. (See Map "MO")

All Vendors with trailers or big set-ups are to set up Thursday May 9th from 9am to 6pm,

Outdoor Vendors with Tents set up Friday May 10th from 9am to 6pm,

Indoor Vendors may set-up Thursday or Friday from 9am to 6pm

You may drive on-site to your booth location to unload, however, please get your vehicle out of the way as quickly as possible. Unload your vehicle, take it to the parking lot, then come back and set up. Vehicles left unattended and not being loaded or unloaded may be towed.

**Event Day Morning Product Load in** (Products Only) between 7:00 and 7:30 am both event days. Vehicles must be off the grounds by 7:30am sharp, no exceptions. A tow truck will be onsite and on standby with an event radio. If we start to hook a tow truck to your vehicle it will cost you \$390 to pick up from the tow yard. So please unload, go park your vehicle then come back and set-up. This will help everyone get a chance to load in or out.

**Truck and trailer parking** is available on the North side of the speedway. Your trailer or vehicle must be parked in this area by 8am on event days and can not be removed from the parking area until after 6pm.

**During Event Load In;** Products may be hand trucked in from loading lot "L4". No parking allowed in Lot L4. Deliveries and drop offs only.

**Booth Staffing;** Vendor booths must be staffed but do not have to be open from 8am to 10am. We soft open at 8am for the pancake breakfast and usually get 1,500 people at breakfast. **All vendors required to be open between 10am to 6pm both days.** Limited or minimal staff is suggested before 10am. **No early tear down allowed!** Leaving or tearing down early will result in a fine per your contract and you will not return as a vendor the following year.

### **Shuttle:**

Free parking and shuttle are available from 7am to 7pm from our off-site parking location, 230 Gibson Drive, Roseville, CA 95678 (near the Galleria Mall).

### **Parking:**

The fairgrounds is undergoing a massive renovation project so parking is limited and must be reserved for guests. We have a few neighbors who said we could park at their properties. Please do not block doors, driveways or firelanes. Our tow service will be monitoring their lots and has authorization to tow. See map for locations. If you park on the public streets please park legally and do not block driveways. We suggest using the free parking and shuttles.

### **Tear Down:**

Tent vendor tear down must be complete by Sunday the 12th at 9pm

Trailer and Sponsor Tear Down must be complete by Monday the 13th at Noon

**Security Schedule:** We will have a security team at the fairgrounds from Thursday May 9<sup>th</sup> at 6pm to Monday May 13<sup>th</sup> at 8am. We do not carry insurance for your property, products, and merchandise. You must carry your own insurance for your property, products, and merchandise.

**Contact us:** Our number 916-787-0101 is the best way to get a hold of us. We will be in the event Manager/Security office at the Fairgrounds on Thursday and Friday from 9am to 6pm for Set-Up. We will be in the event Manager/Security office on Saturday and Sunday if you have questions during the event. It is located directly behind the grandstands in the grey modular and says “Event Manager” on the door.

DRIVING INSTRUCTIONS for  
**Vendor set-up/loading and unloading, Gate J**

- > From I80 Take HWY 65 North,
- > Exit Washington Blvd,
- > Turn Left on Washington Blvd,
- > Turn Right on Corporate Yard Road,
- > Turn Left into **Gate J**,
- > For GPS:

**90 Corporation Yard Road, Roseville, CA 95678**

We are here to have a good time, if you are having a bad day, go get an ice cream cone, if that doesn't make you feel better please go home and find someone else to work your booth ☺

We wish you a successful year in business and health.  
Thank you for trusting in us.

DRIVING INSTRUCTIONS for  
**Parking Pass V, enter Gate C**

- > From I80 Take HWY 65 North,
- > Exit Washington Blvd,
- > Turn Left on Washington Blvd,
- > Turn Right on All America City Blvd,
- > Follow signs to “Parking” **Gate C**
- > For GPS,

**800 All America City Blvd., Roseville, CA 95678**



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