

# SPRING DAZE

ARTS + CRAFTS FESTIVAL

## VENDOR LOGISTICS

**VENDOR SMS MESSAGING** – Text **SPRING24 to 51597** to subscribe to our dedicated Vendor text messages. This system provides the most current information and emergency updates.

### PLEASE REVIEW THIS INFORMATION CAREFULLY BEFORE YOU ARRIVE AT THE FESTIVAL

- **Dates:** Saturday, April 27 – 9 a.m. – 5 p.m.  
Sunday, April 28 – 1 p.m. – 6 p.m. (rain date)
- **Address:** Fred G. Bond Metro Park  
801 High House Rd.  
Cary, NC 27513
- Due to street congestion, it's critical that you **unload** your vehicle as quickly as possible and move it to your designated parking area **before** you set-up your booth.
- All booth boundaries are 10'x10'. Booth boundaries are represented by small painted dots in the road. Look for booth numbers painted on roof tiles. **Under no circumstances are you allowed to move your booth to another location without prior approval from Spring Daze staff.**
- Spring Daze does not provide tents, tables, chairs or other equipment.
- For the safety and enjoyment of all festival attendees, **smoking is not allowed, this includes during set-up and tear-down.** Designated smoking areas are in the parking lots.
- We make every effort to keep the festival site secure overnight. Security will patrol throughout Friday night. Ultimately, use your best judgment regarding what items you leave overnight.
- All booth materials must remain inside the booth area during the festival.
- All items displayed in your booth must match the category and items in your application. The Spring Daze Arts & Crafts Festival reserves the right to remove items not previously approved. Artists who applied in more than one category, but were only accepted in one category may only show items in the accepted category.
- In the event of inclement weather, a decision regarding the Festival will be made on Thursday, April 25 by 5 p.m. Please subscribe to Vendor SMS messaging or check the Cary Art Daze Facebook page for information and updates. The make-up date is Sunday, April 30 (1 p.m. - 6 p.m.)
- **VENDOR CANCELLATION:** If a vendor needs to cancel, please call (919) 462-3864. If a vendor needs to cancel the **morning** of the Festival, please call (919) 621-8408.

# LOAD-IN AND SET-UP

## OPTION 1 — FRIDAY NIGHT (Starting at 5 p.m.) - **STRONGLY ENCOURAGED**

We strongly encourage you to **unload** at least partially on Friday, even if you are not allowed to set up your booth. Assisted load-in will be from 5:00 p.m. until 7:00 p.m. Unassisted load-in will continue from 7:00 p.m. until park close. If you completely unload Friday night, all you need to do on Saturday morning is arrive by 7:30 a.m., park in your designated lot and walk to your booth.

- All traffic will enter from the Maury O'Dell Place entrance to Bond Park. Once you arrive at the park, you will check-in with festival volunteers stationed at the intersection of the Bond Park Community Center and Metro Park Drive.
- Within the festival footprint, traffic will move clockwise. Please review the map and look for signs and volunteers to direct you.
- **On Friday, all materials must be placed on the side of the road on the grass.** The only exception is if your booth is listed under Friday Full Setup.
- Security will patrol the park throughout the night. We make every effort to keep the park secure. However, you must use your best judgment regarding what items you decide to leave in the park overnight.

### FRIDAY PARTIAL SETUP

#### **Sections B, C, D, E, and G734-G755**

- If your booth/section is listed above in red, you may **unload** and **store** all or part of your items **on the shoulder of the road** adjacent to your booth spot. To ensure all vendors can access the festival roads, **no items may be placed in the road until the full setup of booths begins at 7:30am on Saturday.**

### FRIDAY FULL SETUP

#### **Sections A, F, G722-G733, G756-G770**

- Only booths located in a parking space may fully setup on Friday Night. Only the above booths/sections may completely setup in their space on Friday night. To ensure access for all vendors, please make sure to unload and park your vehicle in the designated lot **BEFORE** setting up your booth space.

## OPTION 2 — SATURDAY MORNING (5 a.m. – 8 a.m.)

**If you need to unload ANY items at your booth on Saturday morning, even if you unloaded some items on Friday, you must follow the plan below. No exceptions.**

Starting at 5 a.m., entry into the park will be controlled. All traffic will enter from the Maury O'Dell Place entrance to Bond Park. Once you arrive at the park, you will check-in with festival volunteers stationed at the intersection of the Bond Park Community Center and Metro Park Drive.

**YOU MUST ARRIVE DURING OR AFTER YOUR SCHEDULED TIME!** If you arrive before your scheduled time, you **WILL NOT** be allowed to enter the festival area; volunteers will ask you to park until the appropriate time. If you arrive after 8:00 a.m., you will not be allowed to bring your vehicle into the festival area.

**Sections A, D, E, F & Food Trucks must enter and unload between 5 – 6 a.m.**

**Sections B, G and Community Cove must enter and unload between 5:30 – 6:30 a.m.**

**Sections C must enter and unload between 6:30 – 7:30 a.m.**

**PLEASE ARRIVE AS CLOSE TO YOUR STARTING TIME AS POSSIBLE!** Once you are in your section, please unload your materials and park in your assigned parking area. (Booth space numbers are indicated by numbered roof shingles located on the

ground.) Please keep all booth materials off the road until the all clear has been given by Festival Staff (around 7:30am). Volunteers will be available to assist with unloading and will also direct you to your parking area.

Once you unload your car, proceed to your section's assigned parking area. Traffic control personnel will use your parking pass to direct you to the correct location. To ensure a smooth load-out, **it is important that you park in your assigned parking area**. If you park outside of your assigned parking area, your load-out WILL be delayed.

**Starting at 7:30 a.m., all vendors can move tents and displays into the street. Volunteers will be available to assist you.**

**No vehicles will be allowed to enter the Festival area after 8 a.m.** Any exhibitor not in the Festival area by 8 a.m. is considered a no show.

## PARKING

Free vendor parking is available within the Spring Daze footprint for 1 vehicle. You will receive **one** parking pass at check-in. Make sure to place your parking pass on your car's dashboard.

- Sections C, D, E, and G – Field 1 parking lot (**BLACK** lot)
- Section F – Section F parking spaces (**PURPLE** lot)
- Section A, B, Community Cove – Flood Plain parking area (**BLUE** lot)

### **IMPORTANT PARKING INFORMATION FOR VENDORS:**

Please be aware of the following crucial details regarding parking at the event:

- If your designated parking lot falls within the event footprint (marked as **BLACK** or **PURPLE**), your vehicle will be **restricted** from leaving until LOAD OUT.
- If you will require the ability for your vehicle to exit during the event, please get in touch with Jenna Kostka at [jenna.kostka@carync.gov](mailto:jenna.kostka@carync.gov). She will provide you with a **BLUE** lot Parking Pass.
- Vendors situated in Sections D, E, F, or G with a **BLUE** pass will not have the ability to drive into the festival on Saturday and should plan to drop-off any items during Friday Load-In.
- Vehicles that did not park in their designated parking lot will only be admitted to Load-Out once Section D is completely clear.

## BREAK-DOWN AND LOAD-OUT

### **Break Down Hour: 5pm – 6pm**

- At 5 p.m., you may begin breaking down your booth.
- **NO** vehicles will be admitted into the festival during break-down hour.
- Break-down hour is required to allow all vendors time to fully remove all items from the roads prior to vehicle access.

### **Load-Out: ~ 6pm**

- Vehicles will be admitted into the festival area once **ALL** vendors have moved off the road and the Festival Supervisor has given the all clear.
- Anticipated vehicle access to the festival area is **6pm**.
- **Only bring your vehicle to your section for load-out once your section lead has given the all clear.**
- Vehicles that did not park in their designated parking lot will only be admitted to Load-Out once Section D is completely clear.

Load-out traffic flow is controlled. The flow will be counterclockwise (the reverse of the morning). Vendors in sections C, D, E, and G will enter from ball field 1 parking lot. Sections A, B, and Community Cove vendors (and the vendors that didn't

park in their designated parking area), will enter from the parking area on the flood plain via the Sertoma Amphitheatre access road. Vendors will be admitted by section. Staff will stage sections, so vendors enter the park in the correct order. **Please be patient! This plan has been developed to allow safe and continuous traffic flow through the park.**

## QUESTIONS

If you have any questions after you review vendor resources, you can reach us via email or phone.

**Festival Contact:** Jenna Kostka

**Email:** [jenna.kostka@carync.gov](mailto:jenna.kostka@carync.gov)

**Office Phone:** (919) 462-3864

**Day of Festival Phone:** (919) 621-8408

**Your cooperation and patience are keys to making the day a positive experience for everyone. Thank you for working with us!**



**VENDOR COMMUNICATIONS**

Subscribe by texting **Spring24 to 51597**

Receive timely event updates & emergency communications.