

SPRING DAZE

ARTS + CRAFTS FESTIVAL

COMMUNITY COVE 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.
- 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 will provide 10'x10' tents, 2 6ft tables, and 2 chairs, unless other arrangements have been made. Electricity will be provided if previously approved.
- We encourage you to bring a cart to transport materials to your space.
- 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.
- All booth materials must remain inside the 10'x15' booth area during the festival.
- All items and activities in your booth must match the items and activities in your application. The Spring Daze Arts & Crafts Festival reserves the right to remove items not previously approved.
- In the event of inclement weather, a decision regarding the Festival will be made on Thursday, April 25 by 5 p.m. Check the Cary Art Daze Facebook page for information and updates. The make-up date is Sunday, April 28th.
- **VENDOR CANCELLATION:** If a vendor needs to cancel, please call (984) 542-3610. If a vendor needs to cancel the **morning** of the Festival, please call (919) 621-8408.

LOAD-IN AND SET-UP

SATURDAY MORNING (5:00 a.m. – 8:00 a.m.)

OPTION 1 – VEHICLE LOAD-IN

- **All Community Cove Vendors unloading from a vehicle must enter and unload between 5:30 – 6:30 a.m. VEHICLES WILL ONLY BE ADMITTED INTO THE FESTIVAL DURING THIS 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 your scheduled time, you will not be allowed to bring your vehicle into the festival area and must follow the walk-in directions.
- All traffic will enter from the Maury O'Dell Place entrance to Bond Park. **Vendors must check-in** with festival volunteers stationed at the intersection of the Bond Park Community Center and Metro Park Drive.
- Volunteers will be available to assist with unloading. 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.

OPTION 2 – WALK-IN

- **Walk-in is required for vendors who need to unload after the designated vehicle unload period ends (6:30 a.m.)**
- Vehicles may be parked in any guest parking lot. Materials must be transported from there.
- Assistance will NOT be provided for transporting materials from the guest parking lots to Community Cove.
- **Vendors must check-in** with festival volunteers stationed at the check-in tent on Metro Park Drive.

Any exhibitor not in the Festival area by 8 a.m. is considered a no show.

(Community Cove Vendors interested in unloading on Friday night must contact Kaitlyn Lincoln (984) 542-3610 for approval.)

PARKING

Community Cove Booths will receive **ONE** parking pass. You will receive this parking pass at check-in. Please place the pass on your rearview mirror.

- The designated Community Cove parking section is the **BLUE LOT**.
- All other vehicles must park in general guest parking OR take a shuttle into the festival.

Upon arrival at your booth location, quickly unload your materials and move your vehicle to the **BLUE LOT** or follow directions to guest parking. Traffic control personnel will use your parking pass to direct you to the correct location.

Shuttles will be leaving from Cary Town Hall Parking Deck (101 Wilkinson Ave) and Green Hope High School (2500 Carpenter Upchurch Rd) starting at 8:30 a.m. on Saturday, April 27th. The last shuttles leave the festival at 5:30 p.m.

BREAK DOWN AND LOAD-OUT

Break Down Hour: 5pm – 6pm

- At 5 p.m., you may begin breaking down your booth. Leave behind your tent, 2 tables, and 2 chairs.
- 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.

Load-out traffic flow is controlled. The flow will be counterclockwise (the reverse of the morning). **BLUE LOT** vehicles 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.

Community Cove Contact: Kaitlyn Lincoln

Email: kaitlyn.lincoln@carync.gov

Office Phone: (984) 542-3610

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!

A graphic with a light green background. On the left, a black silhouette of a hand holds a smartphone. The phone screen shows a text message: 'To: 51597' at the top and a blue bubble containing 'Spring24' at the bottom. Below the hand, the text 'SPRING DAZE' is written in large, bold, green letters, with 'ARTS + CRAFTS FESTIVAL' in smaller black letters underneath. To the right of the hand, the text 'VENDOR COMMUNICATIONS' is written in bold, dark grey letters. Below that, it says 'Subscribe by texting Spring24 to 51597' in dark grey. At the bottom right, it says 'Receive timely event updates & emergency communications.' in dark grey.

VENDOR COMMUNICATIONS

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