

## **Outside Vendors**

- Check in at Memorial Hall, 511 Park Street, before setting up your booth.
- You can set up Saturday, July 16, 2022 between 6:30 am and 8:30 am. Please note, our Pioneer Plod fun run starts at 8 am and attention to the runners in the area needs to be a priority when setting up.
- Set-up must be completed by 9:00 am on Saturday morning, July 16th.
- A single space is 12x12. A double space is 12x24. If you only pay for a single-space, and find you need more space you can pay the balance on the day of the event.
- The deadline is July 20, 2022.
- After that date a \$10 late fee will be added to the vendor fee.
- No-shows will not be refunded.
- If you need special arrangements or location, please list of the vendor agreement.
- Please bring your own extension cords.
- You must provide your own shade cover. This is strongly recommended, as the weather can be hot and/or rainy in July.
- After setting up your booth, please remove all vehicles. You may park your vehicles on Harker Street or behind on the US Bank, 626 Morgan Street. Do not park in the parking lot beside the East side of the Memorial Hall, as this is parking for the businesses that are open during Pioneer Days.
- Removal of your booth may begin at 4:00 pm.
- If you need special arrangements or location, please contact Julie Lawson, 509-215-0305 as soon as possible so we can accommodate you.

## **Inside Vendors**

- You can set up Saturday, July 16, 2022 between 6:30 am and 8:30 am at the Memorial Hall, 511 Park Street.
- Set-up must be completed by 9:00 am on Saturday morning, July 16<sup>th</sup>.
- You will be able to unload your vehicle at the East side of the Memorial Hall.
- After setting up your booth, please remove all vehicles. You may park your vehicles on Harker Street or behind on the US Bank, 626 Morgan Street. Do not park in the parking lot beside the East side of the Memorial Hall, as this is parking for the businesses that are open during Pioneer Days.
- The fees for the indoor area are \$30 per 8' table. You may bring your own table, maximum size 6', at \$25 per table. Chairs are also available.
- Note on the agreement if you require electricity. Please bring your own extension cord.
- The deadline is June 20, 2022.
- After that date a \$10 late fee will be added to the vendor fee.
- No-shows will not be refunded.
- If you need special arrangements or location, please contact Julie Lawson, 509-215-0305 as soon as possible so we can accommodate you.
- Removal of your booth may begin at 4:00 pm.
- We will put out signs to advertise the location of our inside vendors.