

April 16, 2018

Hello Earth Day Vendors!

We are excited you are participating in the 2018 Texoma Earth Day Festival. This is our 10th annual festival. In addition to vendors, we have a lot going on. Here are a few details in case people visiting your booth have question.

1. Children's activities and the Key Note Address are in the Municipal Ballroom
2. The Friends of the Sherman Public Library used book sale is at the Hope on Houston, 901 E Houston
3. Recycling is mostly on the parking lot on the south side of City Hall. The Sherman Noon Lions Club is taking eyeglasses and sunglasses at their booth on the grounds. Joey Smith is accepting laptop batteries.
4. Pet adoptions are on Rusk Street near the food vendors.
5. All the entertainment is on or in front of the Gazebo.
6. Workshops are in the Classic of Texoma tent (4 tents set up together) near the Ballroom.

Parking:

We are closing 3 streets this festival – South Rusk between Mulberry and Pecan, South Elm between Mulberry and Pecan, and West Pecan between Rusk and Mulberry. You may park on the west side of Rusk adjacent to the football stadium. If you pull up to unload on Rusk at the edge of the lawn, please move your vehicle as quickly as possible so the food vendors and Sherman Animal Shelter are not delayed in setting up.

You may use Elm and Pecan Streets for set up, but no parking of any kind is allowed on those streets. Any cars parked on Elm or Pecan after 9:00 will be towed. If you use Pecan to unload, you will need to move your cars ASAP. The street is being used for displays. The Blood Mobile will be on Pecan Street. We will leave Pecan and Elm streets empty so the No Polio 100 bicycle ride can come through the festival.

Vendor Spaces:

Please study the map carefully. If you want to come out to the grounds late Friday afternoon to locate your space, please do. We should be on site during the early afternoon. Some vendors will set up their canopies and leave them shortened overnight. We do not have overnight security, but we also have never had problems leaving tents overnight. We will be on site for set up by 6:30 Saturday morning.

Festival Hours:

The festival hours are 9:00 am to 4:00 pm. Please plan to be completely set up by 9:00 and stay open for business the entire time. We don't want late comers to feel they have missed everything. Do not break down before 4:00 unless the weather becomes too threatening. Vendors who leave early won't be invited back.

General Housekeeping:

No Styrofoam food containers or sales of bottled water are allowed. Other beverages can be sold.

Do not sell or give away bottled water, since we are giving away water bottles and shopping bags at the information booth. Local businesses and organizations have purchased advertising space on the bottles and bags, and we want to support their investment.

The blue roll off containers are for recycling. Please use them and encourage your customers to recycle as well. Make sure to break down any boxes to leave room for everyone else. This is a no smoking event.

No hooved animals are allowed on the grounds, others must be on leashes. No exotic animals are allowed.

QR Codes:

You should have received communication from Nikirk about QR codes to provide incentives for your customers. Please check in at the Information Booth to collect yours.

Please let me know immediately if you have any questions.

Thanks, Amy