

# EarthFair 2017

Sunday, April 23, 2017 • Balboa Park

## El Prado West – Area 1

### Setup and Parking Instructions

#### General

All access to El Prado West – Area 1 will be from the west, over the Cabrillo Bridge (the bridge over 163 entering the Park from the west). After unloading, all exhibitors will continue east to the Plaza de Panama, then drive south and park in one of the parking lots inside the park.

Please try and transport all of your exhibit materials in one vehicle; fewer vehicles will make the entire process go much smoother.

Volunteers in each area can help you find your exhibit location. Our volunteers will be wearing natural-colored t-shirts with our "Solution Tree" logo; our volunteer managers will be wearing mint green t-shirts.

Some events the size of EarthFair take one or two days to load-in and setup exhibitors. We do it in 1 hour. This works well, if everyone observes these few simple rules.

#### Schedule Your Arrival Time

Each exhibitor will be able to pull up to their exhibit space to unload. To make sure that the space by your exhibit will be available we ask that you observe the following arrival schedule as closely as possible:

**Exhibitors with EVEN numbered spaces: arrive at Area 1 between 7:50AM and 8:15AM.**

**Exhibitors with ODD numbered spaces: arrive at Area 1 between 8:15AM and 8:45AM.**

(If you have two spaces, choose either time).

**Be sure to arrive by 8:45AM, as the police will close the roads after that.**

#### Load-in and Load-out

A map and detailed directions for load-in and parking are provided on the next page. Note that the load-out procedure is the same as load-in.

As always, the police will not allow vehicular traffic in the park to resume until 90% of the visitors have dispersed. You may not be able to move your vehicle in to load up your exhibit materials until 5:30, 6:00, or later. It all depends on how long it takes for the visitors to leave.

#### Environmental Considerations

- **NEVER DRIVE YOUR CAR ONTO GRASS AREAS.**
- Red curbs mean no parking and this will be enforced by the police (**who will write tickets and tow vehicles**). Unload quickly and move on to a long-term parking spot.
- We recommend that you bring a dolly or wagon to carry any heavy materials.
- **Never attach anything to any of the permanent Park fixtures: trees, signs, buildings, fences etc. Don't even lean anything up against one.**
- **Balboa Park is a non-smoking venue.**

## Load-in and Parking – El Prado East – Area 1

The **red line** indicates your path of travel.

Enter the park driving east on Laurel St. and entering the park via the Cabrillo Bridge (**A**).

If your exhibit space is on the north side (spaces 101 through 127), pull over and park by your space on the left side of the road (**B**). If your exhibit space is on the south side (spaces 150 through 172), pull over and park by your space on the right side of the road.

**QUICKLY** unload at your space. **DO NOT** stay parked there while you setup; unload and go park. To exit, continue east to the Plaza de Panama, then drive south.

If you do not need to move your car until EarthFair is over, the closest parking is in the Alcazar Garden Lot (**C**); cars in this lot may not move until the crowds have dispersed.

If the Alcazar Lot is full, park in the Organ Pavillion Lot (**D**), the Federal Building Lot (**E**), or the Inspiration Point lot across Park Blvd (**F**).

