

EarthFair 2017

Sunday, April 23, 2017 • Balboa Park

Pan American Plaza – Area 7

Setup and Parking Instructions

General

All access to Area 7, Pan American Plaza, will be from the south, entering the park at Presidents Way off Park Blvd. After unloading, exhibitors may park in the south end of the Pan American Plaza or the Organ Pavilion lot.

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.

Setup Times

Please plan to enter the Plaza at the following times:

Exhibits 710 – 770: 8:00am

Exhibits: 780 – 789: 8:20am

Load-in and Load-out

The police will close the road PROMPTLY at 9am, so don't be late. 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 – Pan American Plaza – Area 7

The **red line** indicates your path of travel. Note the road around the outside of the Pan American Plaza is one-way, as indicated by the red arrows; be sure to observe this restriction.

Enter the park by turning onto Presidents Way from Park Blvd (**A**).

At the stop sign (**B**) go straight ahead. Turn left to enter either the first or second row of exhibits at (**C**), whichever is closest to your exhibit space – see map on the next page.

Pull up to your exhibit and park; dashed lines indicate possible places to stop that do not block the road to drivers behind you.

QUICKLY unload at your space. **DO NOT** stay parked there while you setup; unload and go park. After unloading, continue to (**D**) and park in the south end of the Pan American Plaza. Alternatively, you can park in the Organ Pavilion Lot (**F**) or Federal Bldg. Lot (**E**), or the Inspiration Point Lot across Park Blvd. (**G**).

No cars will be allowed to exit Pan American Plaza until the police open the roads after EarthFair; if you need to exit before the roads are opened, **DO NOT** park in the Pan American Plaza lot (**D**).

Load-out

When the police open the roads, you may drive up to your space to load.

Alternatively, if you are parked close to your exhibit, you may want to carry your materials to your vehicle to speed up your exit.



