Vendor / Exhibitor Instructions | Dallas Cinco de Mayo 2019

* The vendor / exhibitor staff will lead you to your space.
* The booth SPACE will be marked with a number on the curbside or street
	+ Street Fest location – 500 block of W. Jefferson Blvd.
* The Street Fest will be held from 12:00 am to 8:00 p.m. on Jefferson Blvd.
* $50 deposit will be required for trash maintenance.
	+ Bring your own trash bags.
	+ OCCA will haul your trash.
* Set up your booth on Sunday at one of the times listed below, pick one:
	+ 8:00 a.m. to 9:00 a.m.
	+ 9:00 a.m. to 10:00 a.m.
	+ 10:00 a.m. to 11:00 a.m.
* It should be ready to open at 12:00 p.m.
* You may drive up to the side street to unload, but you must do this quickly then move your vehicle out; enter through Lewellyn Street – stop at Jefferson Blvd.).
* You may park your vehicle on the side street located close to your booth space
* Place your event parking decal on the dashboard.
* You must bring your own tent, tables, and chairs.
* You will need to supply your own electrical cords.
* If you are a food vendor, you must comply with City of Dallas Temporary Food Establishment Permit requirements.
* You **may not** dismantle your booth or haul your vendor items before 8:00 pm
* Take down will begin at 8:05 p.m. You must be done by 9:00 p.m.
* You will need to supply your own signs and decorations.
* Ask OCCA staff for assistance or ride after you park if it is more than one block away.
* You may find the site map at Google Maps: Dallas Cinco de Mayo 2019.

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ agree to the requirements as outlined above.

Vendor Company Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Vendor signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

OCCA Representative: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_