



# EARTH DAY MOBILE BAY

## Exhibitor Setup Procedures

The procedure numbers correspond to numbered circles on page 2.

1. At the foot of Fairhope Ave., Fairhope Municipal Pier Park has a drive encircling a Rose Garden with a central fountain and flagpole with the pier on the bay side.
2. Traffic flow is one-way (black arrows, p.2), counterclockwise around the Rose Garden. One must turn right to traverse the drive.
3. Exhibitor parking after unloading is to the right of the Rose Garden, the North Beach Park. Set up only after a.) unloading then b.) parking.
4. Check in will be done from your vehicle. A staff member with clipboard will meet you as you come to the south side of the Rose Garden. Be prepared to give your name and exhibit name. You will be given your space number, an exhibitor parking card to be placed in your windshield (for free parking), and further instructions about unloading. If necessary, one may park in the North Park and obtain more check-in help at the Information Booth.
5. An unloading area is to the south of the Rose Garden. Handicapped and reserved parking spaces may NOT be used and the traffic lane must not be blocked.
6. Exhibitors needing to drive to their space may drive onto the sidewalk in the South Beach Park to unload. You will be directed to the sidewalk entrance at the North East corner of the South Beach Park. No other entry may be used. Traffic flow in the park is clockwise (red arrows, p.2). A staff member will meet you at the sidewalk entrance with further instructions.
7. Staff members will be stationed around the sidewalk to help you find your space. Pull off the sidewalk only enough to let other vehicles pass by. Driving is only allowed on the sidewalk. Unload quickly. Avoid any sprinkler head warning flags. **Do not set up until after parking in the North Park.** Vehicles are not allowed to remain in the park.
8. After unloading, pull back onto the sidewalk, continue in a clockwise direction to exit the South Beach Park. Enter the drive around the Rose Garden and continue counterclockwise to the North Beach Park parking area.
9. After parking, return to your space to setup your exhibit. Exhibits occupy the space to the right and behind the numbered space marker tag as one views the space from the walk. Exhibit material, tables, chairs, signage, tents and/or tarps should all adhere to a set-back of 4 feet from the sidewalk.
10. Proceed to the Information Booth if you have questions about electrical or water supply requirements.





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## Fairhope Municipal Pier Park

