

2011 Music City July 4th
Nashville, Tennessee – Riverfront Park
www.musiccityjuly4th.com

Vendor DO's & DON'Ts

Do's

- ✓ **DO** make a rain plan.
- ✓ **DO** make parking arrangements ahead of time for you *and* your staff.
- ✓ **DO** bring the proper equipment to shuttle your merchandise to & from your off-site parking spot. No cars will be allowed past the designated times and there is no shuttle service.
- ✓ **DO** make sure to measure accurately for space needed. Remember – *ALL* elements of your booth count when measuring your space (including tables, chairs, decorations, coolers, trailer hitches, etc.).
- ✓ **DO** submit the proper power needs ahead of time. Failure to properly estimate your power needs may slow down production on the day of the event by having to add more power last minute.
- ✓ **DO** submit the number of staff working in your booth(s). Each staff member will receive a vendor wristband.
- ✓ **DO** be a good neighbor and clean up your space at the end of the event.
- ✓ **DO** bring *ALL* of your own janitorial supplies. Garbage bags, broom, dust pan, rags, etc. *ARE NOT* supplied by Music City, Inc.
- ✓ **DO** be prepared for Health Department Inspections. Inspections will be made at random throughout the day.
- ✓ **DO** identify where the waste disposal wells are located. *REMEMBER* – you will be fined for any waste that is improperly disposed of.
- ✓ **DO** have your propane permit in advance of show day.

Don'ts

- ✓ **DON'T** contact Music City, Inc. in regards to your booth location before check-in on July 4th.
- ✓ **DON'T** try to load-in any equipment before the designated times on July 3rd or July 4th. *ABSOLUTELY NO ONE* will be allowed to enter before check-in begins.
- ✓ **DON'T** forget to check-in with Marion or Jessica at the 1st & Demonbreun location.
- ✓ **DON'T** leave anything behind at the end of the night.

By signing below, I certify that I have read and understand the above rules and regulations of the Music City July 4th Event at Riverfront Park. I understand that breaking one or more of these may result in a fine or the inability to participate in future Music City, Inc. events.

Signature _____ Date _____
Print _____