



PRIDE FESTIVAL OF CENTRAL PA

RULES AND REGULATIONS FOR VENDORS AND SPONSORS

Failure to comply with the following rules and regulations could result in either removal from the festival or not being permitted back in the future.

Please be kind to all!

There is no electric or water access. Please do not ask.

1. Sponsors and vendors are expected to leave their areas clean after the festival. All trash must be placed in the provided dumpster. Any vendors who are cooking food **must** have protection (cardboard or other appropriate material) on the ground. Disposal of such protection, at the end of the festival, is required. Please leave no trace. If the Capitol must clean up after your booth, you may not be permitted back.
2. Spaces are assigned. Please do not take up more space than you are allocated. Do not set up in spaces where you are not assigned.
3. Do NOT stake anything into the ground even in the grass. There is underground electrical that could be damaged if you put stakes in the ground. Do not hang or attach anything to state property which includes trees or flag poles. Bring weights for your tents.
4. In case of an emergency: Contact a member of the staff or security. The info booth will be our base of operation.
5. All vendors must have a seller's permit and must comply with all local, state, and federal laws . Please see revenue.pa.gov for more information. All food vendors must also have a retail food license. Please see agriculture.pa.gov for more information, or email ACSaghy@harrisburgpa.gov for Harrisburg regulations. All vendors must comply with PA law.
6. Food vendors must email info@centralpapride.org to be excluded from the volunteer food voucher program. This program gives the volunteers a \$10 voucher for food at '23 Pride Festival of Central PA. **Those can be redeemed at the info booth at 6pm.**
7. Tow vehicles that pull trailers must be unhitched and tow vehicles moved. Non-compliance could result in removal from the festival or denial from future events.

Festival Rules for all attendees -> [View Rules](#)



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CHECK IN INSTRUCTIONS FOR VENDORS AND SPONSORS

1. All sponsors and vendors (with the exception of those in pre-approved vehicles) MUST schedule an unloading time using the form linked below: <https://forms.gle/KzLJeC4JwXKhVodT9>. Unloading will only be permitted during the scheduled time slot.
2. Food trucks and other pre-approved vehicle-based providers may arrive on site starting at 6:30 AM and must arrive no later than 9:00 AM.
3. All vendors and sponsors must be set up for the Festival no later than 10:30 AM.
4. Vendors and sponsors have assigned spots as indicated on the map below. Spots are designated at the event site with numbered, colored flags in the ground. Physical copies of the map will NOT be provided upon arrival, so be sure to make note of your location. A printer-friendly version of the map is attached for your convenience.
5. Unloading in the area nearest to your assigned spot. Unloading is only available on North Drive, on 7th Street near South Drive, and onto Commonwealth Avenue from Walnut Street. Please note that South Drive is not open to vehicular or pedestrian traffic due to ongoing construction.
6. Vehicles must be removed from the event site immediately after unloading as a courtesy to your fellow Festival participants.
7. Vehicular parking is available at no charge in a limited number of state spots. Additional event parking is available in the 7th Street Garage at a flat fee if \$10.
8. Sponsors and vendors MUST check in at the information booth before 9:30 to get opening staff wristbands. Wristbands must be worn at all times while the Festival is open to the public. Additional wristbands are available by entering through security at any gate.
9. Tables and chairs (if ordered) must be picked up from the information booth no later than 10:30 AM.
10. Vendors and sponsors are asked to remain on site and open to Festival guests until the Festival closes at 6:00 PM. Should an emergency arise, please contact the President or Vice President of Operations for accommodations, as appropriate.
11. Premature closure without authorization is strictly prohibited. Booth tear down should not be apparent to Festival guests any earlier than 6:00 PM.
12. In the event of an early Festival close (e.g., hazardous weather, site emergency), vendors and sponsors will be alerted as soon as possible and early tear down will be permitted as safe.
13. Food vendors may exchange volunteer meal certificates for cash value between 5:00 and 6:30 PM at the Information Booth. Any vendor wishing to opt out of this program must alert the Vice President of Operations no later than Wednesday, July 26th. Vendors and sponsors must comply with all Festival Rules (see attached).

14. Please contact the Vice President of Operations with any questions or concerns at operations@centralpapride.org.

Thank you for your commitment to your community!



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DIRECTIONS TO SAILORS AND SOLDIERS GROVE PLUS MAP

From Interstate 81

Take exit 66 to Front Street. Follow signs to South Front Street/Hospital/Amtrak. Make a left onto Forster Street. Keep going until Commonwealth Avenue and make a right onto Commonwealth Avenue.

From Interstate 83

Take exit 43 towards Capitol/2nd Street. Take 2nd Street towards Forster Street. Make a right onto Forster Street. Make a right onto Commonwealth Avenue.

From Route 22

Take 22 West towards Harrisburg. After crossing the State Street Bridge, at the Capitol, make a right onto 7th Street towards Forster Street. Make a left onto Forster Street towards Commonwealth Avenue. Make a left onto Commonwealth Avenue.

From the West Shore

Take 11 North to 15 North towards the Harvey Taylor Bridge (Forster Street Bridge). Take Forster Street to Commonwealth Avenue. Make a right onto Commonwealth Avenue.