



## Vendor Information Sheet

### **Event Overview**

Get In Gear Fest is the leading Outdoor Industry demo and sales event in Western North Carolina. Since 2013 this annual event turned festival has seen year-over-year growth fed by a regional love for the outdoors. In its 7th year, we'll be celebrating everything outdoors with a brand new venue, Camp Rockmont at Lake Eden Preserve, that lets attendees run, bike, climb, kayak and hammock right on site. Targeted national, regional, and local press will be on site alongside an estimated 1500 outdoor enthusiasts.

Vending space is limited and available on a first-come first-serve basis with a priority on outdoor gear manufacturers, outfitters and retailers in WNC. Please Register Online as soon as possible to secure your booth at Get In Gear Fest 2022

### **Event Contact Information**

Brad Taylor - Outdoor Gear Builders Executive Director  
brad@outdoorgearbuilders.com

## Vendor Booth Info & Schedule

### **Booth Details**

All Vendors will be assigned a booth space. Any additional space needed outside of your assigned booth size must be approved by the festival management team in advance of the set up of your booth.

Booth Relocation: All vendors must utilize their assigned spaces. Trading/relocating assigned booth spaces is not allowed unless approved by the festival management team

## GIGF Expo Schedule (subject to change)

**Friday, April 22nd 2022**

|                |   |
|----------------|---|
| 12:00pm-6:00pm | <b>Vendor set up (designated arrival time will be sent closer to event)</b> |
| 6:30pm         | <b>VIP OGB Member &amp; Family Social</b>                                   |

*\*Vendors and OGB members are able to camp on site Friday night*

**Saturday, April 23rd 2022**

|                |   |
|----------------|---|
| 8:30am-9:30am  | Breakfast   |
| 9:30 AM        | Vendor Meeting  |
| 10:00 AM       | GIGF Opens to the Public                                  |
| 10:30AM        | Kitsbow Group Ride - Kitsuma MTB (Time subject to change) |
| 11:30am-1:00pm | Media Lunch   |
| 1:00 PM        | Watersports Demo  |
| 2:00PM         | Kitsbow Group Ride - Gravel/Road (Time subject to change) |
| 7:00 PM        | GIGF Closes   |
| 7:00PM-8:00PM  | Vendor Tear Down  |
| 7:00pm-10:00pm | Music Programming   |

*\*Vendors and OGB members are able to camp on site Saturday night*

### **Set Up**

Check-in during your scheduled Vendor Registration time. Please set-up within your designated area only. Tents and pop-ups must be neat and in good repair. Vendors must supply their own tables, chairs, tablecloths, signs, decorations, etc. Housekeeping of the Vendor booth and its immediate vicinity will be the responsibility of the Vendor.

Vendors will likely be set up on grass and will be required to stake down tents and pop-ups. You **MUST** bring your own anchors in order to tie your booth down in windy weather.

**Vendors are required to provide their own extension cords, power strips, etc.**

### **Vehicles**

The site of GIGF will have vehicle access however due to the main festival site being grass if there is severe inclement weather vehicle access will be restricted to gravel or paved areas. We do have backup options and solutions to support set up and tear down if it is wet but we highly encourage you to be

prepared with a hand cart/dolly that can help you set up and tear down your booth if you are not able to get your vehicle next to your booth.

No personal vehicles will be allowed to be left in the festival site after set up and must be removed by 9:30am on Saturday, April 23rd. Vehicles that are a part of the booth or vital to the operation will be permitted. Please indicate those details specifically in the vendor application. No personal vehicles will be permitted to access the festival site until 7:00pm at the close of the event.

### **Electricity**

There is a limited access to electricity and any electrical needs must be agreed upon by the Vendor and the event team prior to the start of the event. Electricity can be purchased for any size booth for an additional. There is no guarantee that the Festival can accommodate the electrical needs of every Vendor. Not all booth locations will be able to have electricity.

No generators will be allowed.

On Site Electricity is Available for \$\_\_ for 1 20 amp circuit. Anyone needing electricity must contact us prior to the event to ensure we can accommodate and have your space in the right location.

### **Tear Down**

Vendors can begin breaking down ONLY after the 7:00pm closing of the event. Vendors are responsible for leaving the space in the same condition as when vendors arrived at the space. Any damage to the space must be reported ASAP. Trash must be taken to the designated dumpster. Vehicle access may be limited or delayed for teardown due to attendees potentially still being on site so we encourage you to bring a cart or help to transport your gear to your vehicle.

### **VIP Friday Night OGB Social**

Friday night will be an invitation only Meet The Makers and Press Campout event. Only exhibitors, OGB members, sponsors, and VIP's will be permitted to attend and camp out that night.

The Friday night event will include short announcements, catered food, beer, networking, fire pit, and jam session. Bring your instruments!

Thank you to Van Winkle Law Firm for sponsoring the Friday Night Event.



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### **Vendor Parking**

Vendor parking will be available in a separate parking area from general attendees. All vendors will be required to display a parking pass on the dash of their vehicle.

### **Public Parking**

Public parking will be available both onsite for vehicles needing handicap access and Subaru VIP parking for all attendees who arrive on site in a Subaru (limited on a first come, first serve basis). Additional parking for attendees will be available in the adjacent gravel lot near Gate \_\_ and signage will be posted directing people to the parking area and to the festival site.

### **Media/Press**

For 2022 GIGF, the OGB will be bringing in Press and Media outlets to attend the event and provide an opportunity for them to connect with our companies and attendees in hopes that they will return and submit a piece designed to help tell the story of our amazing outdoor community here in WNC.

### **Demos/Activities**

We are fortunate to have a new location where we can host all types of demo activities. At Lake Eden there are two water sports demo areas, trails, climbing wall and more. If you plan to facilitate a demo of any kind where attendees will be physically testing out your product and leaving your booth area you will need to inform us so we can include it in the list of experiences and ensure all risk management practices are covered. All attendees who participate in a demo will need to sign a waiver.

### **Insurance**

All exhibitors will be required to submit a Certificate of Insurance naming Outdoor Gear Builders of WNC, Lake Eden Preserve Events, LLC, and Camp Rockmont as additional insured with Outdoor Gear Builders of WNC, PO Box 6216, Asheville, NC 28816 as the certificate holder.

### **2022 Safety Protocols**

Both the leadership of the OGB and Camp Rockmont are committed to doing what we can to ensure a safe and comfortable experience for all attendees, volunteers, and vendors. At this outdoor event we encourage everyone to wash their hands regularly and social distancing is always strongly encouraged. When social distancing isn't possible outside we ask people to MASK UP and be considerate of others in your area.

We are excited to see everyone again as much as you are but let's be conscious of others' personal space. Some of our fellow outdoor industry professionals and friends may not be ready for that hug just yet. Consider checking in during your initial greeting to determine someone's comfort level and personal space desired at this time.

We will continue to monitor the daily changes and adapt as needed to keep our community health a priority.

### **Pets**

Pets are NOT permitted at Camp Rockmont unless they are designated service animals and must remain on a leash at all times.

**Food**

No Food may be sold by any vendor on property without prior approval. Sampling is permitted but must be approved by the event team and Lake Eden Preserve.

**Beer**

No alcohol may be sold, sampled, or provided by any vendor on property without prior approval by the event team and Lake Eden Preserve.

**Waivers and Wristbands**

All attendees are requested to complete a waiver. A signed waiver and wristband will be required for every attendee who wants to participate in any activity at the event. Waiver stations will be available for anyone interested in completing one.