Welcome to the 2022 Freedom First St. Patrick’s Day Parade and Shamrock Festival. Enclosed you will find all the necessary information about the St. Patrick’s Day Shamrock Festival Vendor area.

**Vendor Information**

**Vendor Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Your vendor space: \_\_\_\_\_\_\_\_**

(Please refer to map - all spaces are subject to change)

Please help us achieve a safe and successful event by adhering to the following rules:

1. St. Patrick’s Day Shamrock Festival runs from 10am-5pm on March 12, 2022. No Vendor will be allowed to leave the vendor area until after 5pm.

2. Vendors must check-in at Wells Fargo Plaza (See Map) during the load in time from 7am – 9am. Vehicles must be removed from the vendor area by 9AM. All Vendors must be set up by 10:00 AM. Vendors may unload either from Salem Avenue or Campbell Avenue.

3. For an efficient and expedited load in process, all vendors MUST unload first, then immediately park in the surrounding surface lots or garage parking. Vendors are responsible for their own parking. NO cars will be allowed to stay in the Vendor Area.

4. Don’t forget your tables and tents for your 10x10 space!

5. Freedom First St. Patrick’s Day Parade and Shamrock Festival will not be canceled due to inclement weather unless it’s extreme circumstances.

6. No refunds will be given for any reason.

7. No electric heaters will be allowed because the circuit breakers will not handle the load. Small propane heaters are allowed. If you have requested electricity, please bring at least a 25ft extension cord, surge protectors AND appropriate taping methods to secure cords to ground. DRI will not furnish electrical cords or tape.

Contact Tina Workman at tinaw@downtownroanoke.org or 54342-2028 ext. 14. for any questions or concerns and thank you for participating!