

Hello, Gobble Up Seattle Vendors! We are getting SO excited for the show next weekend, and are thrilled to be seeing more and more ticket "sales" each day (already up to 2,913 and growing fast)!

Lots of important info to share with you today:

LOAD-IN

Load-in will be from 7:00-9:00 a.m. on Saturday morning. By 9:00 a.m. we would like to have everyone loaded into the hall, which gives you all at least a full hour to put the finishing touches on your booths before doors open at 10:00 a.m.

All vendors will be loading in via Load Zones 2 & 3. Only food trucks will be loading in to Zone 1 (see attached map).

WHEN YOU ARRIVE

There will be 2 check-in booths: one in the North Lot, and one in the South Lot. Those loading in from Zone 1 will check in at the South Lot; those loading in from Zone 3 will check in at the North Lot; those loading in from Zone 2 can check in at either booth. At each check-in booth you will see a table with a UCU team member waiting to give you some items for your booth, check you in, AND grab your swag from you. We fully understand that things are hectic in the morning and you are all hustling to get your booths put together. Believe us, we do! However, if you can please come straight to the check-in with your swag, first thing upon arrival, it will actually make things run more smoothly for you. WHY?

1. We can direct you to your booth and minimize confusion or the possibility of setting up in the wrong space. (It happens—not often, but it really sucks to have to ask someone to move who is in the wrong space!)
2. We don't have to hunt you down later and request swag when you are in the midst of setting up. We need to have these bags assembled well before doors open, so time is of the essence!
3. You can be sure you have all the appropriate materials for your booth, and get to say hello to one of us who can be of assistance throughout the day, and/or meet us if you are a new vendor with UCU!

We are ALL IN THIS TOGETHER so helping us keeps the cog working and then you can go set up and spend the rest of your morning doing what you need to do to have a successful day!

BEFORE SETTING UP

Before you begin setting up, you'll go re-park your car, then return to set up your booth. This part is crucial so that we don't end up with bottlenecks in the loading zone. We will have a parking attendant there to ensure that nobody is in the loading zone longer than it takes to quickly unload your car.

Please visit your [Vendor Portal](#) to find the booth map, your booth assignments, and the load-in schedule.

FOOD TRUCKS + SIP & SAVOR LOUNGE

You will be loading in at the South Lot, so we're going to be sending your load-in information to you separately--hang tight for now!

PARKING

Parking is free at Magnuson Park, and you are welcome to repark your car in any available spot. However if you're able, we encourage you to save the closest/most convenient spot for shoppers!

WI-FI

We will be renting hot spots this year for this show, and will be providing the wifi login information to you at check-in. Please do let us know if you encounter any troubles throughout the show so we can try and troubleshoot this for you.

NO EARLY TEAR-DOWN

Please remember that there is **no early tear-down allowed**. Your booth must stay open until the show ends at 5:00 p.m., even if you are running out of product! When vendors begin breaking down before a show ends it heavily affects the experience for shoppers and neighboring vendors so we appreciate your cooperation with this. We also want to remind you that, as per our [Vendor FAQ](#), any late withdrawals at this point are subject to the \$50 penalty fee, in addition to forfeiture of your booth fee.

LOAD-OUT

This will work much the same as load-in, but because you will all be loading out at once rather than at staggered times, **it is all the more important that your booth be 100% packed up and ready to go before you retrieve your car**. Please do your fellow vendors a favor and adhere to this rule; if everyone does then we should all be able to get out of there swiftly once doors close!

Your points of contact for this show will be Kristen Rask and Heather Peek. You'll most likely meet one of us at check-in but if anything comes up day-of-show, please text one of us at the following numbers:

Kristen Rask: (206) 724-4245
Heather Peek: (360) 791-1723

Until then, email is best. See you all next weekend, we can't wait!
- Kristen, Lindsey & Heather