



## **2025 Get In Gear Fest Vendor Information Sheet**

### **Event Overview**

Get In Gear Fest is the leading Outdoor Industry demo and sales event in Western North Carolina. In its 10th year, we'll be celebrating everything outdoors at The Adventure Center of Asheville featuring Kolo Bike Park, located at 85 Expo Dr, Asheville 28806. There is plenty of parking and opportunities will abound for a bit of adventure. Targeted national, regional, and local press will be on site alongside an estimated 1800 outdoor enthusiasts.

Vending space is extremely limited and 10x10 spots will be available on a first-come first-serve basis with a priority on outdoor gear manufacturers/builders/artisans, outfitters & guiding services, and retailers in WNC. Most spots accommodate tables and tents, but please note on your application if your product display is contingent upon having a vehicle in your booth space. Please Register Online **as soon as possible** to secure your booth at Get In Gear Fest 2025.

**Vendor registration is now open!**

### **Event Contact Information**

- Event Questions: Brent Nelson, [brent@tentrax.com](mailto:brent@tentrax.com)
- Sponsor Opportunities: Caroline Paulson, [caroline.e.paulsen@gmail.com](mailto:caroline.e.paulsen@gmail.com)
- Vendor Coordinator (email with questions):
  - Dorene O'Malley, [dorene@canecreek.com](mailto:dorene@canecreek.com)

## **Vendor Booth Info & Schedule**

### **Booth Details**

Get in Gear Fest will take place **RAIN or SHINE** as always. All Vendors will be assigned a 10x10 booth space, unless otherwise approved by festival management. 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. Sharing, trading, or relocating assigned booth spaces is not allowed unless pre-approved by the festival management team, and may result in your forfeiture of space.

There is extremely limited space at this venue, to maximize the amount of vendors the layout can accommodate, vendors will receive a 10x10 booth space unless an alternate size is specifically confirmed in advance with the festival management team.

### **GIGF Expo Schedule (subject to change)**

#### **Saturday, April 26, 2025**

8 AM-11AM	Vendor set up (designated arrival time will be sent closer to event)
11:30 AM	Vendor Meeting (All vehicles must be off-site)
12:00 PM	GIGF Opens to the Public
	3:30 PM Gear Demos, Activities
5:00 PM	GIGF Closes
5:00 PM-6:00PM	Vendor Tear Down
5:15 - 7:30PM	<b>AFTER-PARTY</b> (on-site) for Vendors, Sponsors, and other OBA members.

#### **Set Up**

Check-in during designated Vendor set up time. Depending on weather (event will take place RAIN or SHINE) vendors will be able to drive to booth location, unload gear, and then park before setting up booth space. 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. **By law, you MUST bring your own anchors to tie/weigh your booth down regardless of the weather.**

## **Vehicles**

With the exception of pre-approved vehicles as part of your display, vendor vehicles will only be permitted on-site during load-in and load-out. **If we experience rainy/muddy conditions, vehicle access will be restricted to the gravel area/road surrounding the vendor area. We encourage you to be prepared with a hand cart/dolly for transporting your booth supplies during set up and tear down.** If we can secure enough event day volunteers, there may be additional support in set up and/or tear down, but not guaranteed. Therefore, plan accordingly.

No vehicles will be allowed on the festival site from 11:30 am - 5 pm unless they are a pre-approved part of the booth. Please indicate those details specifically in the vendor application. Breakdown cannot occur until 5:00pm at the close of the event. We highly encourage you to be prepared with a hand cart/dolly.

## **Vendor Parking**

Free vendor parking will be available adjacent to the festival property or at Sam's Club, all within a short walk or bike ride. With the exception of vehicles approved as part of your display, there will be NO onsite parking for vendors from 11:30am - 5pm.

## **Public Parking**

Public parking is limited. Additional free public parking is close by at Sam's Club.

Accordingly, **please encourage your staff and others you may invite to use alternative means of transportation** (public transport, walk, bike, roller skate, OneWheel, skip, jump, or paddle, etc) to access the event.

## **Electricity**

There is very 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 is not provided with standard booths. There is no guarantee that the Festival can accommodate the electrical needs of every Vendor and the addition of electricity will come with an additional fee.

Anyone requiring electricity in order to have a functioning booth must contact us at the time of application to ensure we can accommodate the request.

## **Demos/Activities**

We are fortunate to be at a site that can provide bicycle related activities, zip-lining, a kayak roll pool, and various other activities. If you plan to facilitate a demo of any kind where attendees will be physically testing out your product, leaving your booth area, or in any way associated with the event, you will need to submit a COI. Inform us so we can include it in the list of experiences and ensure all risk management practices and permitting are covered. All attendees who participate in a demo will need to sign a waiver.

## **Certificate of Insurance**

If you plan on offering on-site demos or off-site demos that originate from the festival, you are

required to submit a Certificate of Insurance (COI) naming Outdoor Business Alliance (PO Box 6216, Asheville, NC 28816) and Adventure Center of Asheville (85 Expo Dr, Asheville, NC, 28806) as additional insured with Outdoor Business Alliance, PO Box 6216, Asheville, NC 28816 as the certificate holder. All COIs must be submitted to Vendor Coordinator: Dorene O'Malley, [dorene@canecreek.com](mailto:dorene@canecreek.com), by April 20, 2025. If no COI is on file, no demos will be allowed.

### **Tear Down**

Vendors can begin breaking down ONLY after the 5:00pm 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 area. Vehicle access is extremely limited and we encourage you to bring a cart or help to transport your gear to your vehicle.

### **2025 Safety Protocols**

Both the leadership of the OBA and Adventure Center of Asheville (ACA) 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 to stay home if you are not feeling well.

For site safety and security, the staff of ACA and the Get in Gear Fest operations team plus volunteers will be on-site and available throughout the day. Keep your product and property secure in your booth, and make sure not to leave any valuables out in the open in your vehicles.

### **Food**

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

### **Alcoholic Beverages**

No alcohol may be sold, sampled, or provided to attendees by any vendor on the property without prior approval by the event team and ACA.

### **Waivers**

A signed waiver provided by each vendor offering demos will be required for attendees who want to participate in activities and demos at the event.

