

*“To restore, preserve, and promote the outstanding natural qualities of the Cheat River Watershed”*



## **CHEAT RIVER FESTIVAL | NON-PROFIT INFORMATION & GUIDELINES**

Please carefully review the following information to ensure your preparedness for Cheat Fest. With your help, we look forward to a smooth and successful event!

### Hours

#### **Thursday, April 30th**

4pm-9pm – festival grounds will be open for exhibitor set-up.

#### **Friday, May 1**

10am-4:30pm – festival grounds will be open for exhibitor set up

5pm – gates open to the public.

5:30pm-10pm – music and activities

#### **Saturday, May 2**

8am – grounds open again for exhibitor set-up.

11am – Set-up to be complete

11:30am – gates open to the public

Noon – music begins

11pm – music and festival ends

**Vendors are asked to wait until Sunday in the daylight to leave. If you must leave, please talk to the festival coordinator or the parking authorities for special parking accommodations.**

#### **Sunday, May 3**

Noon – Non-profits should be cleaned up before noon

### Non-Profit Perks

Non-Profit organizations are entitled to free fest entry and on-site camping privileges for two people who will be designated as such on our will call list at the gate. **Additional fest tickets may be purchased online for \$30 for Friday & Saturday (combined tickets) by April 27th, or at the gate for \$15/25. Tickets will be listed under the name of the organization at the gate.**

### Non-profit Guests and staff turnover

Non-profits will receive only two wristbands for each day. If you would like to leave and have new people manage your vendor booth, they must purchase tickets at the gate or online beforehand. Guests who arrive separately from vendors must pick up their wristband from the back gate and then park in public parking.

### Silent Auction Donations

We strongly encourage able organizations to donate items to our silent auction. Any organization who is donating merchandise should indicate as such on their registration form. All donations should be brought to the FOC office (**1343 N. Preston Hwy, Kingwood, WV 26537**) by April 27, or to Lisa Maraffa at the FOC pavilion before 11:00am Friday or Saturday of the fest. Thank you for your donations!

### Location

The Cheat River Festival grounds are located at the confluence of Muddy Creek and the Cheat River just north of Albright, West Virginia. From Highway 26 take Beech Run Road down toward Muddy Creek (*This is a very tight turn when coming from the north and we recommend driving past Beech Run Rd about a half mile and turning around at either Cheat Canyon Campground or Wilderness Voyageurs Parking*). On Beech Run Road, take the first left right before the creek, into and through Teter's Campground to the back gate of the festival. There will be plenty of signage to guide your way. A detailed map is found at <http://cheatfest.org/accomodations/directions/>.

### Set-Up

The festival site will be open for setup according to the hours listed above. **Festival participants must complete all booth setup by 4pm on Friday, May 3rd, or by 11am on Saturday, May 4th.** Public festival hours are 5:00pm to 10pm on Friday, and 11:30pm to 11pm on Saturday. Enter through Teter's Campground and the back gate of the festival.

### Booths

FOC provides a 20 x 40 foot tent under which ten tables are arranged to accommodate participating organizations. We aim to allow each non-profit its own table, but tables may be shared if demand exceeds capacity. It is likely that some non-profits will get half of an eight foot table. Please plan accordingly. Each organization is responsible for providing their own informational displays and materials. It is a good idea to bring a camp chair.

### Security

Uniformed officers will provide minimal security for the entire area and will patrol during festival hours. **Friends of the Cheat is not responsible for lost, stolen, or damaged items.**

### Parking

Due to limited parking, **one vehicle per non-profit** is permitted into the festival area. For the safety of festival goers, driving in and out of festival grounds is only permitted on designated pathways by permitted vehicles, and should be limited. Please, if you plan to move your car at the festival, have someone radio vendor coordinator, Jim Meckley, to help spot the area around the car.

### Camping

Free camping is available on-site for non-profits (two people & one vehicle per organization), artists, vendors, musicians, and selected volunteers. A lovely grassy strip by the river with several fire rings is available for use. Port-a-johns and a sink for hand washing are provided; be sure to bring your own drinking water. If you plan to camp out, please let the back gate know when you check-in. Camping for the public is available within walking distances at Teter's Campground (304.329.3621) and Cheat Canyon

Campground (304.329.6522). During Cheat Fest weekend these public campsites are available on a first come, first served basis; visit <http://cheatfest.org/accomodations/accomodations/> for details.

### Breakdown & Cleanup

Please plan to vacate the Cheat River Festival site by noon on Sunday, May 3. **Each exhibitor is responsible for removing all trash from the vicinity of his or her booth, and transporting it to the dumpsters/recycling/compost.** Recycling bins are available for plastic bottles, cardboard and aluminum. Glass recycling is NOT available and glass will NOT be accepted in trash dumpsters.

### Alcohol

Alcohol is permitted on site, but kegs should not be present in non-profit booths during festival hours. Please drink responsibly and be discreet, as this is a family-friendly festival.

### Water

Please bring your own drinking water.

### Festival Wide Rules

- **No Pets.** We love animals too – but the festival is not a safe or appropriate place for our furry friends. Please leave them at home.
- **No Glass.** We are unable to recycle glass and are not willing send it to the landfill. Please do not bring glass.
- **No Fireworks.**
- **Please, limit your use of disposable, single-use items such as plastic bottles, plastic bags, etc.**

We seek to keep Cheat Fest a fun and successful event for everyone involved. If you have special needs, please contact us and we will do our best to accommodate them.