



# Vendor & Exhibitor Criteria & Conduct

The Environmental Education Coalition of Napa County (EECNC) hosts this annual event to connect people to local organizations and individuals who provide earth-friendly, creative pathways towards a sustainable future for generations to come. Earth Day is a time to honor and celebrate this planet that we all share. Earth Day Napa brings our community together for a festive and educational afternoon designed to build awareness and inspire change. We invite vendors and exhibitors to participate in Earth Day Napa whose purpose or product represents themes such as conservation, stewardship, waste reduction, water conservation, nature, wildlife, environmental education, indigenous people, health, fitness, and similarly related subjects.

## VENDOR & EXHIBITORS ARE ASKED TO COMMIT TO THE FOLLOWING CRITERIA:

- You provide an interactive activity station for attendees focused on sustainability, environmental improvement, and celebrating Earth and the community.
- Your station does not create disposable or single-use waste or litter;
- Your station has a strong connection to the above-mentioned themes;
- Your station should be accessible to individuals with disabilities; and
- All food is served with compostable products; no plastic bottles or styrofoam.

## HEALTH AND SAFETY POLICY

This event follows local government health and safety policies, including COVID-19 guidelines. Vendors and exhibitors must ensure that all information shared aligns with public health standards to protect community well-being and must adhere to these guidelines throughout the event.

## FUNDRAISING POLICY

**Earth Day Napa is a fundraiser for the Environmental Education Coalition of Napa County (EECNC).**

Other organizations are not permitted to fundraise during the festival. However, you are welcome to build your mailing list and pursue fundraising efforts after the event.

## POLITICAL CAMPAIGNING POLICY

We welcome political candidates from all parties to Earth Day Napa and encourage positive engagement with the community. All campaign booths must be family-friendly; negative campaigning is not allowed. Organizers reserve the right to confiscate derogatory materials targeting other candidates, businesses, or local agencies and may ask non-compliant candidates to leave the event, with potential exclusion from future events.

*As a participating vendor/exhibitor, it is your responsibility to hold your business or organization accountable to this standard and honor the spirit and ethics of Earth Day Napa and environmental education.*

*Please understand that failure to comply with the stated criteria could result in removal from this year's event and/or exclusion from future Earth Day Napa events.*



## Vendor & Exhibitors

Fees	Early-Bird	After March 1
<b>Exhibitor Booths</b>		
<b>Earth Day Sponsor</b>	<b>Complimentary</b>	
<b>Government, Nonprofit, or Community Organization</b>	<b>\$35</b>	<b>\$45</b>
<b>Vendor Booths</b> <span style="float: right;">Add \$5 for a one-day sales permit if you do NOT have a Napa Business License.</span>		
<b>Commercial</b> Any booth that intends to sell or collect money for goods or services during the event.	<b>\$100</b>	<b>\$125</b>
<b>Food</b> All food vendors must have appropriate health permits to operate in City of Napa.	<b>\$130</b>	<b>\$150</b>

### EXHIBITOR & COMMERCIAL VENDOR BOOTH INFORMATION

**Booth Space:** Approximately 10' x 10'

**Equipment:** Vendors need to bring their own tents, tables, and chairs (unless provided at sponsor level and requested in advance). Oxbow Commons can get windy; bring weights for materials. Tents must be secured with sandbags (no stakes allowed).

**Times:** All exhibitors must be present for the entire event. Please plan to arrive between 8:00 and 9:15 AM for setup (drop off zone closes at 9:30 AM), and do not begin packing up until the event concludes at 4:00 PM.

**Interactive Booths:** We encourage all exhibitors to incorporate activities or engaging elements that celebrate Earth Day, creating a fun and meaningful experience for attendees.

**Eco-Friendly:** No single-use or disposable giveaways, please.

### FOOD VENDOR INFORMATION

**Location:** Food vendors will be set up in a designated area along McKinstry Street. This area will be used as an unloading zone for exhibitors from 8:00 to 10:00 AM. To ensure smooth operations, please do not plan on arriving before 10:00 AM.

**Space Requirements:** Please specify the space needed for your setup after signing up to ensure adequate accommodations.

**Menu Options:** We encourage all food vendors to include a vegetarian and/or vegan option in their offerings.

**Sustainability:** All disposable serving ware should be compostable. Strictly NO styrofoam or plastic bottles are allowed to be used or sold at Earth Day Napa.