

BREWERY INFORMATION

I am happy to have you all participate in the second annual West Chester Craft Beer Festival! This information is critical to simple and smooth event set up. I understand that all vendors have different needs regarding time and materials. I ask that if at all possible, plan to unload any vehicles street side as there is limited space for vehicles to traverse freely. PLEASE FILL OUT THE FOLLOWING INFORMATION AND BRING TO CHECK IN

BREWERY NAME: _____ TABLE LOCATION: _____

NEW!!! CHECK IN PROCESS/VENDOR PARKING

CHECK IN & PARKING WILL BE AT WEST CHESTER RAILROAD:

230 E Market St, West Chester, PA 19382

ALL VENDORS MUST CHECK IN AT WEST CHESTER RAILROAD BEFORE SETTING UP

Set-up: All beer will be onsite prior to your arrival with a 40lb bag of ice. There will be another ice delivery scheduled for 11 to complete your setup. You will get **ONE** additional 40 lb. bag of ice per brewery.

- 9:00 AM Check in and set up begins
- 10:30 AM check in ends and entrance to the site is closed
- 10:45 all vehicles must be removed from the festival area and parked in an appropriate location.
 - VENDOR PARKING WILL BE AT WEST CHESTER RAILROAD
 - Henderson Highschool will also have parking
 - Street parking may be available but not recommended
- There will be NO access to the site after 10:45
- Festival begins at Noon. PLEASE be on time!

Festival:

- Festival begins at noon
- All vendors are responsible for maintaining their area throughout the event
 - PLEASE DO NOT DUMP WATER OR BEER ON GRASS EXCESSIVELY
 - USE KEG BUCKETS AND DUMP AWAY FROM SERVICE AREA AT END OF EVENT
- From 10:45 until 5, there will be no reentry except for extenuating circumstances.
 - You will need to speak with event staff to coordinate reentry
 - Plan on being in the festival for the duration.

Breakdown:

- All kegs will be labeled as a keg return or resale at 4:30
- All service will conclude at 4:45 PM
- All empty kegs moved to pick up area



IMPORTANT ADDRESSES

**WORTHINGTON, MARKET & MINER STREETS ARE ONE WAY
FOLLOW ALL TRAFFIC LAWS AND ONE-WAY STREET SIGNS**

CHECK IN AND VENDOR PARKING:

WEST CHESTER RAILROAD: [230 E Market St, West Chester, PA 19382](#)

SETUP ENTRY FROM STREET

A & B VENDORS: [514 E Market St, West Chester, PA 19382](#)

C, D & E VENDORS: [60 South Worthington Street, West Chester, PA 19382](#)

F & G VENDORS: [501 E Miner Street, West Chester, PA 19382](#)

ALL SETUP REQUIRING VEHICLE ACCESS:

[60 South Worthington Street, West Chester, PA 19382](#)

ADDITIONAL PARKING:

HENDERSON HIGHSCHOOL: [700 East Washington St, West Chester, PA 19382](#)