**CAVERNFEST**

**Schedule of Events**

**Thursday 6/8**

3pm: Porta Cools delivered (MainSt office, pick up Monday)

3-5pm: Road Closures ***(City of Carlsbad)***

4pm: Water palette delivery from Lowes (Milton’s & MainStreet office)

5pm: Stage/ Sound set up ***(Damian, Mike, Frankie & Kat)* Total Productions**

*6pm: Volunteer Fair @ the Civic Center (Eyenid & Victoria)*

**Friday 6/9**

7am: Mermod & Parking lot road closures (food truck tier 1 & 2)

7am: Generator delivery & Forklift delivery

8am: Beer Garden set up ***(City of Carlsbad, Danelle, Kat)***

8am: Put cones out for bus parking (parking lot behind Pauline’s/Salon NV)

8am: Lowes Lounge set up

10am- Noon: Food Trucks load in ***(Eyenid, Victoria, Mike & Kelly)***

12: Backstage RV Arrive

*1pm-2pm: Bri Bagwell Load In & Sound Check (Mike)*

4pm: Milton’s Beer Garden opens

4:30pm: RV’s arrive (Canyon St) (Trackless train @ 5pm)

5pm: Rest of road closures *(City of Carlsbad)*

*6pm: Event Begins*

6pm-7pm: Last Child

7pm: Ice trailer drop off (placed behind MainStreet building where trash cans usually are)

7:30pm-8:30pm: SHILO

9:00pm- 10:30pm: Bri Bagwell

**Saturday**

**6am-8am: Vendor load in**

* Eyenid, Victoria @ Check in on Stevens Street
* Kelly @ Mermod & Canyon Street intersection to direct to spaces
* Other available volunteers down through Canyon Street to help load and get in spaces (and direct to parking for vendors)

*7am: EYB Load In (Eric)*

8am: Yoga on the lawn hosted by Desert Daze

9am: Volleyball tournament starts

9:30am: Cornhole tournament starts

10am: Event Begins

*10-10:30am: EYB Sound Check*

10am: Vendors, Businesses, Food Trucks open for Business

10am: DJ Jose Ornelas

10am: Yoga on the lawn hosted by Desert Daze

11am: Milton’s Beer Garden Opens

2:30pm: Welcome (Mayor speak) / National Anthem

2:45pm: Cody Zane Wells Band

3:00pm: VIP Open

4:00pm: Palmer Anthony

5:30pm Grace Tyler

6:00pm: Vendor sales end / activities break down (until 8pm) ***(Eyenid)***

7:00pm: Carson Jeffries

8:30pm: Headliner Introduction, Thanks you, Acknowledgement

* Chevron (EYB Intro)

8:45-10:15pm: Eli Yong Band

*10:15pm EYB Load out (4/6 people needed back stage @ 10pm)*

**10:30pm: CLEAN UP**

**Tasks**

Kat: Everywhere as needed

Jason: Day of event signs / advertising

Damian: Sound, screens etc.

Eyenid / Victoria: Food Trucks & Vendors

Kelly: Vendor load in

Mary / Susan: Bands, rider needs

 Eric / Jason / Johnny: load in load out assistance

 Eric- point of contact day of event for bands load in load out assistance

 Mary / Susan: Band food schedule

Ashley: VIP check in / Vendor Assistance

Ekta: VIP check in / Activities Assistance

Mike / Frankie: Generators / Food Truck Assistance

Kim / Kelsey / Quay: MainStreet Booth

Caleb: Vendor load in / VIP (Chevron)

Ruben: Electrical assistance, Volunteer Food (Delta Constructors)

John: Stage/ Sound (Total Productions)

Trent: Courthouse lawn

Allison (POP): Chalk on Fox Street

Mike Campos (POP): Live Art

Karey (POP): Vendor load in