

ScienceWorks Earth Day Celebration 2026

Vendor Logistics Guide

Event Locations

ScienceWorks Hands-On Museum

1500 E. Main Street, Ashland, OR 97520

Key Contacts

Name	Role	Email
Addison Carroll	Vendor Logistics Contact	addison@scienceworksmuseum.org
Brooke Conti	Event Coordinator	brooke@scienceworksmuseum.org

Event Timeline

Time	Activity
8:30am	Vendor check-in begins at Info Booth
9:45am	Booth set-up complete
10:00am	Event opens to the public
4:00pm	Event concludes
5:00pm	Tear-down complete

Vendors are expected to remain open for the full duration of the public event.

Load-In, Load-Out, and Parking

- Enter via Campus Way and check in at the Info Booth.
- Unload vehicles at your booth location.
- Vendors are encouraged to incorporate their vehicle into their booth layout if possible, to maximize public parking access.
- The parking layout allows for vehicles to be parked behind booth spaces.
- Drop-off is limited to 8:30–9:45 am. Vehicles must be moved to vendor parking by 9:45am. (Refer to event map for vendor parking location.)
- For safety, vehicles in the vendor area should not be moved until the event concludes.
- Load-out may begin no earlier than 4:00pm.

Booth Information

Booth Size: Approx. 10 feet wide by 16 feet deep. Dimensions may vary slightly depending on location.

Provided by ScienceWorks:

- Trash, recycling, and compost collection
- Water stations
- Portable restrooms

What to Bring:

- Canopy or tent
- Tables and chairs
- Signage or display materials

Power Access:

- Limited access available on the Plaza

WiFi Access:

- Network: ScienceWorks_Guest
- Password: ExploreScience
- Note: Reception may vary. Please plan to operate without relying on WiFi.

Sustainability Reminder

ScienceWorks is committed to maintaining a low-waste event. Please support this effort by:

- Using reusable, recyclable, or compostable materials
- Avoiding excessive packaging or single-use plastics
- Offering environmentally conscious giveaways
- Sorting trash, recycling, and compost into clearly marked bins on-site

Weather Preparedness

This is a rain-or-shine event. Please prepare for variable spring weather with:

- A canopy or tent with proper weights for stability
- Rain and sun cover
- Warm layers for cooler temperatures