

From: [City of Ann Arbor](#)
To: [Vander Lugt, Kristen](#)
Subject: You're Registered for Green Fair!
Date: Friday, September 5, 2025 1:42:12 PM
Attachments: [gf Norms.pdf](#)
[receipt-95120631.pdf](#)

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City of Ann Arbor

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www.a2gov.org/parks



Thank you for registering for Green Fair!

This receipt confirms you have an exhibitor slot reserved. To claim your slot, please respond to this email confirming your attendance by Monday, September 15th.

Additional Event Details -

Setup: 3:30-5:00pm. Exhibitors can drive into the Palio restaurant parking lot (123 E William St), where you can unload and stage your materials while you park your car elsewhere. City staff will be present to monitor your items while parking, and then Boober bike carts will be available to shuttle you and your materials from the Palio lot to your designated booth location. Boober carts will also be available for shuttling back to the Palio lot at the end of the event (8pm).

Parking: We will have parking spaces reserved for exhibitors at the Library Lane surface parking lot (319 S 5th Ave) on a first-come-first-served basis. Note, these are the surface spaces, not the underground parking garage. Not all exhibitors are guaranteed a parking space. If this lot is full or you would like to park closer to the event, we recommend parking in the structure immediately adjacent to the Palio lot (115 E William St), which is paid parking.

Recommended Materials: Your 10'x10' booth comes with one 6' table and two chairs. The tables are wooden and somewhat rough around the edges, so we recommend bringing a table cloth or table covering. Also, inclement weather is always a possibility, so we recommend bringing a small pop-up tent if you have access to one. Lastly, we encourage you to include interactive materials and activities to your booth!

Attachment: Please review the attached document outlining the norms and zero waste event guidelines. All participating exhibitors are expected to follow these norms and guidelines.

The week of the event we will provide your booth number, your point of contact for your area of the fair, and a few final details.

In the meantime, please reach out if you have any questions!

Thanks so much for participating in Green Fair, and we look forward to seeing you there.
Best,

[Pay Balances Due \(1-4\)](#)

City of Ann Arbor

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