



2025 Buy Idaho Capitol Show UNLOADING/LOADING

Capitol Show Participants

Load In: Wednesday, Feb. 26, 2025, 4:30pm – 6:00pm

Show Date: Thursday, Feb. 27, 2025, 8:00am – 3:00pm public hours

Exhibitor Networking: Feb. 27, 2025, 7:15 am - 8:00 am 4th Floor with Zero Dark Thirty and The Veterans Chamber of Commerce

We have been granted special permission to facilitate loading and unloading for the show; but we must ensure we observe these rules.

*If you're arriving **Thursday morning to unload** these rules do not apply, you must use a metered parking space.*

Exhibitors may pull **temporarily** ONTO the SIDEWALK in front of the Capitol (pull as far forward as you can to keep cars moving, unload your belongings and allow the volunteer to watch your stuff while you go park your car, or bring a buddy to load in while you park the car), on Jefferson Street, from 4:00pm - 6:00pm on Wednesday and 3pm-5pm on Thursday to unload and load items. Please do not use the State Street entrance for loading or unloading. Do not leave your car unattended. A wagon for transporting your items into the Capitol is highly encouraged!

THERE ARE “NO PARKING” SIGNS POSTED IN FRONT OF THE CAPITOL ON JEFFERSON, with **your emergency flashers on**, you may temporarily park on the sidewalk, for unloading and loading only. We must move in and out quickly to allow the others to do the same, with maximum safety. After unloading, move to a metered parking space to finish moving items inside and setting up, or bring a buddy!

PLEASE DO NOT STOP ON THE STREET AGAINST THE CURB. THIS IS THE BIKE LANE AND CANNOT BE BLOCKED BY VEHICLES.

The entrance to the Capitol for loading and unloading purposes is through the garden level at the front of the Capitol (down the handicap ramp). This is the lowest level of the building and you will enter from a ramp on the side of the front Capitol steps. Once inside the building, if using hand carts please use the EAST elevator to travel to your assigned floor. Please bring enough people to help you with the unloading process. There will be a volunteer outside to direct you to your destination. When moving out, dismantle your booth, stage your items on the Capitol sidewalk, retrieve your car, drive UP ONTO the sidewalk, load, and exit.

Exhibitors are to bring a 6ft table or smaller, linens, stand up banners or free standing signs. NOTHING CAN BE AFFIXED TO THE CAPITOL. If you have a power booth, please provide extension cords to reach the outlets, and gaffers tape to secure down the cord to the floor to eliminate tripping hazards.

Exhibitors are encouraged to load in on the 26th, but please do not leave anything of value at your booth.

Please arrive by 7:15am. on Feb 27th to mingle with vendors, be available for pictures and potential interviews.

A wifi password will be provided by the Capitol for this event.

Doors open at 8am to the public. Booths must remain up until 3pm. Please do not break down early.. Vendors are asked to pack out ALL of their trash and leave your area tidy!

We are excited to see everyone and looking forward to a wonderful event!

Email info@buyidaho.org or call 208-343-2582

Day of event you can text us!

Jen: 208-724-4487

Greta: 208-602-5013

We look forward to seeing you at the show!

Jennifer Mauk

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