

Festival Policies/Safety/Security

For the safety and enjoyment of all Iowa Arts Festival attendees, please observe the following rules:

- Smoking is not permitted on within festival grounds
- The Iowa Arts Festival reserves the right to decline admittance to anyone who violates the reasonable policies established for public safety or to restrict activities such as public address to designated areas.
- All packages are subject to search.

PETS

Pets with responsible owners are allowed within the festival grounds but must be kept on a leash at all times. On Culinary Row, pets are not allowed within 6 feet of any food vendor. Seeing Eye dogs and pets needed for medical reasons will be allowed access throughout the festival.

SITE ACCESSIBILITY FOR VEHICLES

Vehicles are allowed on site for load-in and load-out only. When packing up to leave the festival, cars will be admitted into the festival area beginning around **4:30 PM on Sunday**. No vehicles will be allowed into festival grounds prior to this time as we want to make sure that festival attendees have the opportunity to clear the area.

SECURITY

The Iowa City Police Department and a private security company will be providing overnight security and will not let you enter Artist Booths during non-public hours of the festival if you do not have your name tag with you. The name tag works only for you, not for guests. We ask for your cooperation on this matter so that we can provide a secure site. Also, please note that security will be driving through festival grounds and can't watch all booths at all times.

EMERGENCY EVACUATION PLAN

The Iowa Arts Festival is responsible for the safety and protection of its participants and patrons. The Festival's main role in an emergency situation is to communicate with Festival participants and patrons. City officials have ultimate command of any threatening emergency. Festival officials have ultimate command over the weather-related status of the festival.

Volunteer Check-in will serve as the Command Post or central point of control, coordination, communications, and information for the Festival. Because this space is used to share and strategize next steps based on the information gathered from a variety of sources, we do not allow persons other than the designated Emergency Team in the booth during an emergency briefing session. All public information will be released from the Festival Spokesperson at a

location determined by the Festival staff at the appropriate time. Official communications with media are not to take place from inside the Command Post.

The Festival Spokesperson is the only person who is authorized to speak on behalf of the Festival in an emergency situation or evacuation. The Team will determine how communications will be distributed throughout the festival site and what message will be delivered. The Team will also determine what steps are needed to make the Festival ready for operation following an emergency. All communications are authorized by the Executive Director.

The Festival maintains communications with the City and County Emergency Management, and continuously monitors weather radar in the event of a weather situation.

TYPES OF POTENTIAL EMERGENCY SITUATIONS

- Weather
- Fire
- Civil Disturbance
- Bomb Threat
- Firearms Incident
- Electrical Accident
- Chemical Spill here are three levels of emergency:
 - Condition Yellow** requires information distribution and is an advance warning. It typically doesn't require action by vendors or the public.
 - Condition Orange** requires action on the part of some, but not all people at the event.
 - Condition Red** requires action on the part of all people at the event and requires a temporary or permanent evacuation.

The Executive Director will have the authority to authorize alerts. The Executive Director may receive direction from police, fire or other public safety officials.

The only festival official with authority to call for a suspension of festival operations, an evacuation and/or resumption of festival activities is the Executive Director, Lisa Barnes.

Primary Shelters

- Clock Tower Parking Ramp (located at Linn St. and Iowa Ave.)
- Old Capitol Parking Ramp (located at Clinton St. and Burlington St.)
- Dubuque Street Parking Ramp (located at Dubuque St. & Burlington St.)