

KIDS FAIR 2018—"When I Grow Up"

Please write plainly

April 21, 2018 (Saturday)

10 a.m. - 2 p.m.

SE EXPO Hwy 270 W-McAlester

Name of Agency _____

Creative name of station or booth as it is to appear on sponsor board: _____

If your booth has special time allotments, please note here:

Complete one/both of the following description of your booth and a brief description (20 words or less) as it will appear on the sponsor boards: (Agencies are encouraged to have both and may have more than one table display)

- () Activity Booth: State the Activity if known at this time AND/OR
- () Educational Booth: List a description of Educational Offerings for media purposes

THEME:
"When I Grow Up"

Contact Person:

Name _____ Phone _____ Cell Phone _____

Address _____ City _____ ZIP _____

E-mail _____

Booth Request:

- a. Check here if you need electrical outlet for your booth ()
- b. 1 or 2 number of tables your booth requires () (Provided by EXPO)
- c. Number of chairs needed at your booth ()
- d. Will you have music at your booth ____Yes ____No
- e. List here if you need to be located next to another's booth _____

IMPORTANT: The 2018 location is in the large arena on the cement side.
Please make note of any special request since all booths must be free-standing and wall space is minimal.

Booth Regulations:

- 1) All booths cannot break down before 2 p.m. closure. It is recommended for the booths to have an alternate distribution of materials if they run out of primary supplies.
- 2) No promotion of business products, ideas or belief. **Absolutely no \$\$\$ sales.**
- 3) Your purpose is to promote the health, well-being and safety of children. **PLEASE, insure give-a-ways are SAFE.**
- 4) THERE IS NO USAGE OF BALLOONS (including Mylar). **NO EXCEPTIONS!**
- 5) All booths will provide one door prize for participants, which will be announced throughout the event. Each booth is to bring a snack finger food & a case of bottle water for the hospitality room for workers of the fair.
- 6) Need to bring mini stickers or a dabber for evaluation purposes. Stations are to clean their areas.
- 7) Volunteers and workers are not eligible for door prizes.
- 8) Food is allowed for distribution but must be healthy and nut-free (i.e. popcorn)



Return To: (PLEASE write plainly)

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DEADLINE FOR ENTRY FORM IS March 14, 2018—5 p.m.

Failure to meet deadline will result in group announcement not being displayed on sponsor boards.

KIDS FAIR is April 21, 2018

Deadline
3.14.18