

KIDS FAIR 2017

Please write neatly

March 11, 2017 (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:
Build Your
World**

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 2017 location is in the large arena on the cement side. Please note any special arrangement needed 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.
- 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)



**Deadline
2.14.17**

Return To: (PLEASE write neatly)
Pat Tolson - OSU Extension 707 West Electric- McAlester OK 74501
pat.tolson@okstate.edu www.oces.okstate.edu/pittsburg
Office: 918.423.4120 Fax: 918.423.7053
DEADLINE FOR ENTRY FORM IS February 14, 2017—5 p.m.
Failure to meet deadline will result in group announcement not being displayed on sponsor boards.
KIDS FAIR is March 11, 2017