



ZOOBOISE

Boo at the Zoo 2010 Event Application

Saturday October 30, 2010

10:00 am-5:00 pm

Organization / Company Name: _____

Contact Name: _____

Address: _____

City

State

Zip

Phone _____

Email: _____

Tax ID# (NPO's only) _____

Type of Booth: (activities and give -a-ways must be pre-approved by zoo staff)

Informational Handout Only

Informational Handout and Activity

Proposed Activity: _____

Candy and/or Give-Away

Proposed Handout: _____

Shade Area Preferred Main Walkway Preferred Electricity Access Needed
(Electricity and booth locations are assigned on a first come, first serve basis)

Deadline for application: Friday Oct.22, 2010

\$25 Late Registration Fee for application received after Oct.22, 2010

Send completed application and \$250.00 fee to:

Elaine Gleaton
Friends of Zoo Boise
355 Julia Davis Dr.
Boise, Idaho 83702
Fax 208-384-4194

Zoo Boise Booth Rules and Regulations

Please review the Zoo Boise booth rules and regulations below and initial next to each one. Sign and date the bottom and submit with the first page of your application. In order to participate at Boo at the Zoo, all activities and give-a-ways must be approved by Zoo Boise staff prior to the event and all rules must be adhered to. Failure to do so will result in immediate dismissal from the zoo and ineligibility to participate in further events.

___ Booth space is a maximum of 10'x10'. Organizations must provide their own tables, chairs, and tents / canopies

___ Event set up time is Saturday Oct. 30 from 8:00-9:30am. Vehicles are not allowed into the zoo without prior approval.

___ Event tear down is on Saturday Oct.30 from 5:00-6:00pm. No tear down may happen during the event before 5:00

___ Boo at the Zoo is an opportunity for organizations to inform visitors about their work. Organizations may not sell any items or memberships

___ Organizations may hand out free information and/ or provide free demonstrations to the public with prior approval from zoo staff

___ Organizations may hand out candy or other give –a-ways to visitors with prior approval from the zoo staff. Organizations may not give away items being sold in the Zoo Boise gift shop.

___ Organizations may have a costume character to help pass out give-a-ways. All costume characters must be approved by zoo staff, have at least one escort with them at all times, and must follow the zoo costume character protocols.

___ For the safety of the animals, no outside animals are allowed into the zoo, with the exception of service animals.

___ For the safety of the animals, stickers, balloons, and straws are not allowed in Zoo Boise.

___ Booths must be staffed at all times during the event. A maximum of 4 people may staff a booth per shift (10:00-1:00 and 1:00-5:00), unless approved by zoo staff. Additional staff, family and friends must pay zoo admission.

___ A list of organization's staff who will working during the event must be sent to the event coordinator no later than Thursday Oct.28, 2010.

___ While on zoo grounds, participants are expected to follow Zoo Boise's etiquette guidelines. This includes wearing appropriate clothing, not using offensive language, staying in only public areas of the zoo and treating animals with respect. For more information, please visit the zoo's website at www.zooboise.org.

Signature of Contact Person

Date