



# EXHIBITOR REGISTRATION FORM

Healthy Kids Day – Sunday May 1<sup>st</sup>, 2016 • 10am-4pm  
Canada Games Plaza

Organization Name: \_\_\_\_\_

Organization Contact Person: \_\_\_\_\_ Phone: \_\_\_\_\_

Email: \_\_\_\_\_ (must include)

**Please describe your activity (must reflect a healthy and active theme/content):**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**IMPORTANT: Please bring your own tent . The YMCA will provide one table and two chairs. Space size is 10 x 10. Spaces are limited and will be assigned on a first come, first serve basis.**

Power required \$50

\$250 Yes, we are a non-profit

\$300 Yes, we are a commercial business

Fee \$ \_\_\_\_\_ 5% Tax \$ \_\_\_\_\_ = Total Paid \$ \_\_\_\_\_

Please forward your payment (+ 5% GST) with the registration form by **4pm, April 27<sup>th</sup>, 2016.**

Cheque (payable to the YMCA of Northern BC)

VISA

Mastercard

Debit

Name on Credit Card: \_\_\_\_\_ Exp: \_\_\_\_\_

Number: \_\_\_\_\_ Signature: \_\_\_\_\_

**Confidential Fax**

250 596 0480

**Mail**

Box 1808  
Prince George, BC V2L 4V7

**In Person**

2020 Massey Drive  
Prince George

*The YMCA will review each registration to ensure it meets the event's healthy and active living theme and maintains the right to refuse to accept a registration based on these conditions. If you have questions, please contact **Stephanie Mikalishen at 250 562 9309 x 209 or Stephanie.mikalishen@nbcy.org.***

*For Office Use Only*

Date Received: \_\_\_\_\_ Date Payment processed: \_\_\_\_\_

Date Registration Form Copy sent to Highland: \_\_\_\_\_

Date Booth Location Confirmed with Exhibitor: \_\_\_\_\_



# ACTIVITY STATION CHECK LIST

Thank you for joining us Healthy Kids Day! Please read the following to ensure your day is as successful and fun as possible.

## LOCATION

Canada Game Plaza.

## SET-UP

SUNDAY, May 1<sup>st</sup>. Set up begins at 7am. **All exhibitors but be ready by 9:45am.** The loading zone will be available until 8:30am.

## TAKEDOWN

Begins at 4:00pm. No exhibitors will begin to takedown before this point.

## PARKING

As per City of Prince George downtown parking. Exhibitors will receive a map prior to the event.

## RAIN OR SHINE

The event will operate rain or shine. There is a plan b in case of poor weather.

## ELECTRICAL

Electrical is available for an extra cost and must be booked in advance.

## RECYCLING AND WASTE

Please bring your own garbage bags/cans if you require for your exhibit. We will collect after the event is over.

## RESTROOMS

Located inside in the plaza and inside the Civic Centre.

## FOOD AND WATER

Available from food and beverage vendors.

## ON SITE ACTIVITIES

Selling of raffle tickets and/or other items are not permitted with the exception of food and beverage.

## ON-SITE CONTACT

Stephanie Mikalishen 250 961 1691  
Cheryl Wallace 250 960 9757 (alternate)