



Thank you for again being a part of the 2016 Idaho Falls Earth Day Celebration. Your time, energy, and contribution will help make this another successful, educational, and fun Earth Day experience for our community! Last year, we estimate over 6,000 people attended the event.

All displays and activities at the Tautphaus Park Hockey Shelter and Zoo will be open to the public on Saturday, April 23<sup>rd</sup> from 10:00 a.m. to 3:00 p.m. Please have your booth set up and staffed by no later than 9:30 a.m. on Saturday, and keep it fully staffed and operational until 3:00 p.m. This will allow everyone who attends the Celebration to experience and enjoy the event in its entirety.

We have tried to accommodate your booth needs based on information you've provided and our resources. When you arrive for setup, enter through the hockey shelter overhead door closest to the zoo. Look for the Information booth inside the shelter. Check-in information will be provided and volunteers will show you to your space.

If you've requested your booth be **inside** the shelter you may drop off your items and begin setting up your booth on Friday, April 22<sup>nd</sup> from 3:00 to 5:00 p.m. and beginning at 7:30 a.m. Saturday morning. Your items will be secure inside the Hockey Shelter as the City staff will lock the building promptly at 5:00 p.m. on Friday. Unfortunately, due to security limitations, set up for booths located **in the Zoo** or **outside** the Hockey Shelter must wait until 7:30 a.m. Saturday, April 23<sup>rd</sup>. On Friday and Saturday, please stop by the information booth inside the Hockey Shelter when you arrive to receive your booth location and parking pass.

To enhance the safety of Earth Day attendees, and to avoid traffic congestion, we ask that as soon as you've unloaded your supplies, please immediately relocate your vehicle to one of the satellite parking areas. When you check in at the Information Booth, you will be given a "Vendor" parking pass to display in your car window and directed to park at the old elk pasture north of the zoo, the Bonneville County Fair Grounds lot south of the zoo, or other outlying areas.

We hope you will help us show off the terrific Earth Day posters created by our area school children by displaying some at your booth. We will provide tape at the information booth for posting.

Enjoy the day! Please take some time to get out and visit the other booths and activities, enter the raffles, and enjoy the entertainment. Also, if you are selling or demonstrating a product at your booth, we ask that you **donate an item to our raffles** that will be held throughout the day's event. Please drop off your raffle donation at the raffle table located inside the hockey shelter by 10:00 a.m.

As your committee contact for the event, if you have any questions, don't hesitate to get in touch with me. You can also access our Web site at [www.IFEarthDay.com](http://www.IFEarthDay.com).

On behalf of the Idaho Falls Earth Day Planning Committee, thank you again for your involvement and have a wonderful Earth Day!