



The 33rd annual Strong Kids/ Safe Kids festival on August 19, 2017 at the Chemung County Fairgrounds is approaching quickly. To ensure that the day runs smoothly here are the **check-in procedures**:

- ☐ Registration begins Saturday morning at 8:30 AM. All Exhibitors **MUST CHECK IN** at the 4-H Building at the south end of the fairgrounds just inside the Fairview Avenue entrance closet to Grand Central Ave (Gate #3).
- ☐ Upon check-in you will receive a map showing where your agency/organization will be placed. Please don't pitch your tent until you have checked in. A volunteer exhibitor escort will escort you to your reserved location and assist you will unloading your vehicle and direct you to the exhibitor parking area.
- ☐ Fairview Avenue Gate #3 has been reserved for exhibitor staff and vehicles transporting equipment into the event area for display set up prior to 10:00 am. Exhibitor staff and volunteers working at booths arriving after 10:00 am will be asked to enter the grounds via Gate 1 on Grand Central Avenue and park in the infield parking area.
- ☐ Vehicles may be driven into the event area for set up only (via Gate 3 only) and **MUST BE** out of the area by 10:00 AM. **To insure crowd safety, no vehicles will be allowed to enter or leave the event area (east of the 4-H building) after 10:00 AM or before 3:00 PM.**
- ☐ All Police, Fire, and Emergency vehicles should enter via Fairview Avenue Gate #2 next to the caretaker's cottage. Strong Kids staff will escort you to your reserved location.
- ☐ You may set up tents or drop equipment at your exhibit site on Friday, August 19, **but only** between the hours of **12:00 and 1:30 PM**. SKSK staff will be laying out the event on Friday and **cannot guarantee** we will be available to identify your assigned space until 12:00 PM.

Please remember that all exhibitors are responsible for their own tables, chairs, canopies, electrical cords or other equipment needed for displays. Access to **electrical power cannot be guaranteed** unless you have spoken to, and confirmed electrical access, with a SKSK committee member.

Maps are not included with this information, but will be available upon check-in to ensure every agency/organization signs in. Check-in is imperative to ensure a quality and organized day. Once again, we highly recommend you bring a canopy to bring attention to your booth and protect you from the weather, which we hope means sun, not rain. Remember the more lively and attractive your display --- the more traffic you'll draw.

Please let us know if you are unable to attend as planned. We have reserved a spot for you and will need to change the layout if you can't make it. If you have any questions feel free to contact Susie Collins at 734-3437, sec1945@gmail.com

We look forward to seeing you on August 19, 2017.