

Junior Auxiliary of Slidell presents
STEAM in the Park:
 March 14, 2020
 Heritage Park, Slidell, LA.
 11:00 AM-4:00 PM



EXHIBITOR REGISTRATION FORM
Science, Technology, Engineering, Arts and Mathematics (STEAM) Festival

Company Name		
Primary Contact Person		
Title of Display/Exhibit		
Representative(s) in Charge of Display at Festival		
Mailing Address		
City	State	ZIP
Phone Number	Cell Phone Number	Fax Number
E-mail	Website URL/Social Media	
ELECTRICAL OUTLET NEEDED? Yes_____ No_____		
MATERIALS TO BE DISPLAYED AT CONFERENCE (Description of products)		
Discipline focus areas (Check all that apply)		
<input type="checkbox"/> Science <input type="checkbox"/> Technology <input type="checkbox"/> Engineering <input type="checkbox"/> Arts <input type="checkbox"/> Mathematics		
Briefly describe how your product supports STEAM education and the Festival theme (50 words or less)		
Targeted Grades:		
<input type="checkbox"/> K-3 <input type="checkbox"/> 4-6 <input type="checkbox"/> K-6		
Mode of Exhibit:		
<input checked="" type="checkbox"/> Demonstration <input checked="" type="checkbox"/> Hands-on Activity <input checked="" type="checkbox"/> Computer Game/Simulation		
Name of Authorized Representative	Title	
Authorized Signature	Date	

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Guidelines

1. All exhibits should include STEAM activities that are interactive, simple and efficient.
2. Selection of exhibits will be based on relevance to the theme of the festival and date of receipt of the completed Exhibit Registration and Agreement Forms. STEAM Festival staff will work individually with all exhibitors to minimize potential overlap. The more detail we know about your plans, the easier it will be to avoid repeating the same activity in multiple locations. In the event that multiple groups submit the same activity, our staff will work with you to create a different activity.
3. Exhibit space is limited and will be given out first come, first serve by approval. We encourage you to apply as soon as possible to secure a place. Please note: turning in an application does not guarantee acceptance into the festival. Applications will be reviewed for acceptance and notification of acceptance will be given via email.
4. Exhibits must be set up NO LATER than 10:30am Saturday, March 14th and disassembled by 5:30pm.
5. Exhibit should include highly interactive STEM/STEAM activities targeted at the K-6 grade and young adult levels. Please refrain from using static displays. The best exhibits are typically those that have a clear take-home message. We strongly encourage having scientists, engineers at the booth to interact with people and answer questions but is not necessary.
6. Exhibit should have a take-away/handout for parents. This handout should include information to help them and their child continue to learn about your organization/STEAM field/activity while at home. This may include links, a simple hands-on activity they can do at home, etc. All demonstrations or other promotional material or activities must be confined to the limits of the exhibit booth.
7. Exhibit will be litter free by properly disposing trash and other consumable items in nearby trash receptacles provided by the
8. STEAM Festival.
9. Exhibit will NOT give out BALLOONS, STICKERS, FOOD OR CONFETTI-TYPE materials.
10. Exhibit will be staffed with a minimum of 2-3 people at all times. We recommend assigning staff and volunteers to shifts, so everyone will be able to take breaks.
11. Exhibitors are responsible for supplying their own tables, chairs, and tents. Any signage, materials, and equipment (including extension cords) you need for your exhibit will also be the responsibility of the exhibitor. All signage must fit within your booth space. There are no restrictions on logo or organization name use on signage at the event.
12. Each registration will include one (1) 10' x 10' exhibit space and one (1) 110V electrical access. All areas are assigned based on exhibit category and weather requirements. Exhibitors needing electricity must say so on their exhibit application for this to be guaranteed.
13. Information regarding exhibitor parking and unloading will be emailed to each exhibitor no less than two (2) weeks prior to the event. All vehicles must be moved to designated parking area by 10:30am on Saturday, March 14th.
14. The STEAM Festival is a rain or shine event so please prepare for all types of weather. In an extreme case we will implement an inclement weather plan, which will be relayed to all should it need to be activated. If activated, the Rain Out date is Saturday, March 21, 2020.
15. Exhibitors must notify of cancellations by February 21, 2020.
16. Exhibitors are PROHIBITED from selling any products or wares without prior approval of STEAM Festival.

***For other inquiries please contact us at steam.jas@gmail.com

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STEAM in the Park:

Innovate, Integrate, and Inspire!



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Heritage Park, Slidell, LA.

EXHIBITOR AGREEMENT FORM
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EXHIBIT AGREEMENT

Exhibitor Agreement We wish to participate as an exhibitor at the Junior Auxiliary of Slidell STEAM Festival and agree to the following terms;

- Include highly, interactive STEM/STEAM activities targeted at the K-6 grade level.
- Register and set up between 7:45am and 10:00am. Breakdown is no earlier than 3:00pm but no later than 5:30pm.
- Supply all materials, equipment and supplies needed for your exhibit.
- Park in designated exhibitor parking area displaying the festival's parking pass on our dashboard.
- Not sell anything at our exhibit.
- Not give out BALLOONS, STICKERS, FOOD OR CONFETTI-TYPE materials.
- Clean up your exhibit area by 5:30pm.

Management Rights:

Management reserves the right to restrict exhibits that become objectionable because of noise, method of operation, materials, or, in general, detracts from the general character of the STEAM in the Park Festival.

Care of Building and Equipment:

Exhibitors or their representatives must not injure or deface the walls of the building, the displays, or the equipment of the display. If such damage occurs, the exhibitor is liable to the owner of the property damaged. All materials used in the decoration must be flameproof.

Use of Space:

All demonstrations or other promotional material or activities must be confined to the limits of the exhibit booth.

Security:

The exhibitor is solely responsible for his/her own exhibit material and should insure against loss or damage. Junior Auxiliary of Slidell, and/or the City of Slidell, is not responsible for such loss or damage. Please secure all items of value. All property of the exhibit is understood to remain in his/her care, custody and control in transit to and from, and within the confines of the exhibit area.

Organization/Company: _____ Date: _____

Authorized Signature: _____

Printed Name: _____

Please return this **Exhibit Registration and Agreement Form** to:

STEAM In the Park Festival
Junior Auxiliary of Slidell
P.O. Box 1486
Slidell, LA 70459
Email: steam.jas@gmail.com