



Conservation • Education • Recreation

### Boo at the Zoo Booth Application

Saturday Oct. 26, 2019

10:00-5:00

Boo at the Zoo is the largest of our three major fundraising events. It is a great place to gain public exposure for your group or organization. Booth space is offered for \$300.00.

Application deadline is Tues. Oct. 22 2019.

Please complete and return the information form below. Once your application has been approved, you will be notified via email with payment options and further details.

Organization / Company Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Address: \_\_\_\_\_

City

State

Zip

Phone \_\_\_\_\_ Email: \_\_\_\_\_

Please describe briefly the giveaways or activity which will take place at your booth

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

Electricity Access Needed Yes \_\_\_\_\_ No \_\_\_\_\_

(Electricity and booth locations are assigned on a first come, first serve basis)

Will you be bringing a mascot/costumed character Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, what is the character? \_\_\_\_\_

Will you be using a pop-up tent at your booth Yes \_\_\_\_\_ No \_\_\_\_\_

**Please note: No face painting, temporary tattoos, or photo-ops are permitted at booths. STICKERS, BALLOONS, STRAWS, & SUCKERS are prohibited on zoo grounds**

Please return completed form to:  
Friends of Zoo Boise/ Elaine Gleaton  
355 Julia Davis Dr. Boise, Id. 83702  
Fax - 208-384-4194 - Email – egleaton@cityofboise.org

## 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 Sat. Oct.26 from 8:30-9:30am. Vehicles are not allowed into the zoo without prior approval.
- \_\_\_ Event tear down is on Sat. Oct.26 from 5:00-5:30pm. 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 or concessions stands.
- \_\_\_ 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, straws, and suckers 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 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. 24, 2019.
- \_\_\_ 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](http://www.zooboise.org).

Signature of person responsible

Date

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