

M-NCPPC In-House Community Outreach Packet

M-NCPPC



Sunday, October 8, 2017
Watkins Regional Park
301 Watkins Park Drive
Upper Marlboro, MD 20774

M-NCPPC In-House

Community Outreach Representatives' Information

Kinderfest is a signature M-NCPPC event that focuses specifically on children and attracts 15,000-18,000 participants. Kinderfest features festivities, programs, and entertainment for a family fun day. Kinderfest is always a very special day for our community, and this year we hope that you can participate as a "Community Outreach Representative". [A "M-NCPPC In-House Community Outreach Representative" provides our community information about M-NCPPC programs at your Community Center/Facility and or Services, Special Events, Kids Care, Day Camps, Activities & Programs, Volunteer Opportunities, and also giveaways promoting your Center/Facility/Services.](#) Each year we offer this opportunity to our community but we need to promote M-NCPPC as well. The annual fall festival for children is held on **Sunday, October 8, 2017 at Watkins Regional Park, from 12pm till 5:00pm.** [Kinderfest will be held rain or shine.](#) Please read the "M-NCPPC In-House Community Outreach Packet" and application thoroughly for registration, rules, and regulations.

Interactive Exhibit Space Information

We will need for your area/table to be creative and decorated in order to encourage the community to frequent your space. Your space will/may consist of the following:

- ✓ 1 - 6'x 3' standard table size and two chairs will be provided. If additional tables and chairs are needed, you will need to provide.
- ✓ Kinderfest does not provide tents for exhibitors; *however, M-NCPPC In-House Exhibitors ONLY* will be allowed to bring their own tent – not to exceed 10X10.
- ✓ Exhibitors will be held responsible for the removal of their trash to the appropriate receptacle provided on the festival grounds and vacate the premises by 6:00 pm.
- ✓ Please note the festival attracts a large group of people, please remember this when you are preparing to bring handouts/giveaways, etc...

Registration/Application Information

Registration deadline is **Friday, September 8, 2017**, at the close of business. Feel free to inter-office, drop-off, fax, email, etc... the registration form.

Rules and Regulations

~Set-Up and Departure

- *Set up begins at **10am**, exhibitors may not be allowed to set up after **11am**
- * Set-up in assigned area, as changing spaces will not be permitted.
- * For safety of our patrons, exhibitors are required to stay at exhibit location until 5pm, but must clear the area by 6:00pm

~ Exhibitors are expected to:

- * Park cars in designated vendor/community outreach parking.
- * Provide your own electricity if needed, the Festival cannot provide.
- * Provide own tent (maximum size is 10X10), Festival cannot provide.

FOR MORE INFORMATION, PLEASE CONTACT:



Ashley Randall at 301-249-7200

Ashley.Randall@pgparks.com

Tarin.Carter@pgparks.com



Kinderfest

“Celebrating 35 years”

In-House Group Name: _____

Contact Person _____

Phone (Office) _____ **(Cell)** _____

E-mail _____

Day of Festival Contact Person _____

(if different from original contact)

Phone (Office) _____ **(Cell)** _____

E-mail _____

Division/Area/Community Center/Facility/Services Name _____

What materials will you distribute? _____

Will you provide your own tent? **Yes** **No** **If Yes Size of Tent** _____

Comments _____

Submit completed packet by *September 8, 2017* to:

Kinderfest **Community Outreach**

Attn: Ashley Randall

M-NCPPC Central Area Annex

2904 Enterprise Road; Mitchellville, MD 20721

(301) 249-7200

Ashley.Randall@pgparks.com; Carla.Benavides@pgparks.com