

### **Welcome to Information Day!**

On Saturday September 2, 2017, the Information Day of the Greenbelt Labor Day Festival Committee will be held. Organizations, clubs and other groups are invited to share information about themselves with the public in the Roosevelt Center in old Greenbelt from 10-4 p.m.

### **Registration**

To register, please complete the registration form and mail the completed form to Greenbelt Labor Day Festival Committee, Attention: Information Day, P.O. Box 2, Greenbelt, MD, 20768

The cost is \$25.00 per space and an additional \$25 to rent a table and two chairs. We prefer checks made payable to **Greenbelt Labor Day Festival**. Write **Information Day** on the memo line. **The deadline to register is Friday, August 18, 2017.**

**We recommend you bring a tent or canopy.**

A few weeks before the festival, you will be sent a confirmation letter with detailed information about the event.

### *Organization Qualifications*

*Organizations must agree to abide by the bylaws of the Greenbelt Labor Day Festival, Inc., and the City of Greenbelt Pledge. See: <http://greenbeltlaborday.com/get-involved/bylaws/>. The Greenbelt Labor Day Festival Committee reserves the right to refuse any organization from participation.*

**RELEASE: At the time of registration, the participant understands and agrees that their name (first and/or last), photographs, and/or videos may be taken while participating in the activity and may be used in Greenbelt Labor Day Festival publications, social media, or other advertising venues.**

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### **Information Day, September 2, 2017**

- You can start setting up your table between 9:00 and 10:00 am in the **Roosevelt Center**.
- You may bring your own table (max. size 30" x 72") or rent two chairs and a table for an additional \$25 (indicate on registration form)
- We encourage bright and colorful signs and decorations. Easy-to-read signs stating your organization's name should be prominently displayed.
- You may distribute giveaway items, hands-on activities, coupons or brochures
- NO FOOD may be given away.
- **NO ELECTRICITY will be provided.**
- **Sales or other financial transactions are NOT allowed at Information Day. THIS INCLUDES THE ACCEPTANCE OF DONATIONS, FEES, MEMBERSHIP DUES, AND CHECKS.**
- First- through fourth-place ribbons will be awarded based on best visual and verbal presentation.

INFORMATION DAY: SATURDAY SEPTEMBER 2, 2017

**Information Day REGISTRATION FORM**

ORGANIZATION \_\_\_\_\_

CONTACT PERSON \_\_\_\_\_

PHONE \_\_\_\_\_

ADDRESS \_\_\_\_\_

E-MAIL ADDRESS \_\_\_\_\_

ORGANIZATION'S WEBSITE \_\_\_\_\_

TENT COVER SIZE \_\_\_\_\_

REGISTRATION \$25

1 TABLE AND 2 CHAIRS \$25

TOTAL AMOUNT ENCLOSED: \_\_\_\_\_

CHECK NUMBER: \_\_\_\_\_

**PLEASE MAIL THIS REGISTRATION FORM AND CHECK TO GREENBELT  
LABOR DAY FESTIVAL:**

Greenbelt Labor Day Festival Committee  
Attention: Information Day  
P.O. Box 2  
Greenbelt, MD 20768

ADDITIONAL INFORMATION OR QUESTIONS:

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MAIL THIS PAGE IN FOR REGISTRATION