

# ALL PARTNER/CARNIVAL EXHIBITOR CALL

April 20, 2015

Call begins at 3:00 pm



**SCIENCE CARNIVAL EXHIBITOR CALL**

**April 20, 2015**

# EXHIBITOR LOCATIONS

- Exhibit locations are identified by color
- [Science Festival Carnival Exhibit Listing](#)



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# EXHIBIT BOOTH SIGNAGE

- Booth Signage
- External Signage
- Hanging things inside of the tent:
  - Gaffers Tape
  - Masking Tape only
  - **You may not hang any items from the tent poles.**



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# LOAD-IN

- Exhibitor load-in times
- Road closures on the art museum circle!
- Registration: 2300 block of the Ben Franklin Parkway
- Exhibitors are responsible for the load in of all equipment and supplies.
- The Carnival space must be cleared of all vehicles by 9:30AM. All exhibitors must be completely set up no later than 9:45AM.
- No unattended vehicles!
- Complimentary parking (1 spot/booth) in Callowhill lot

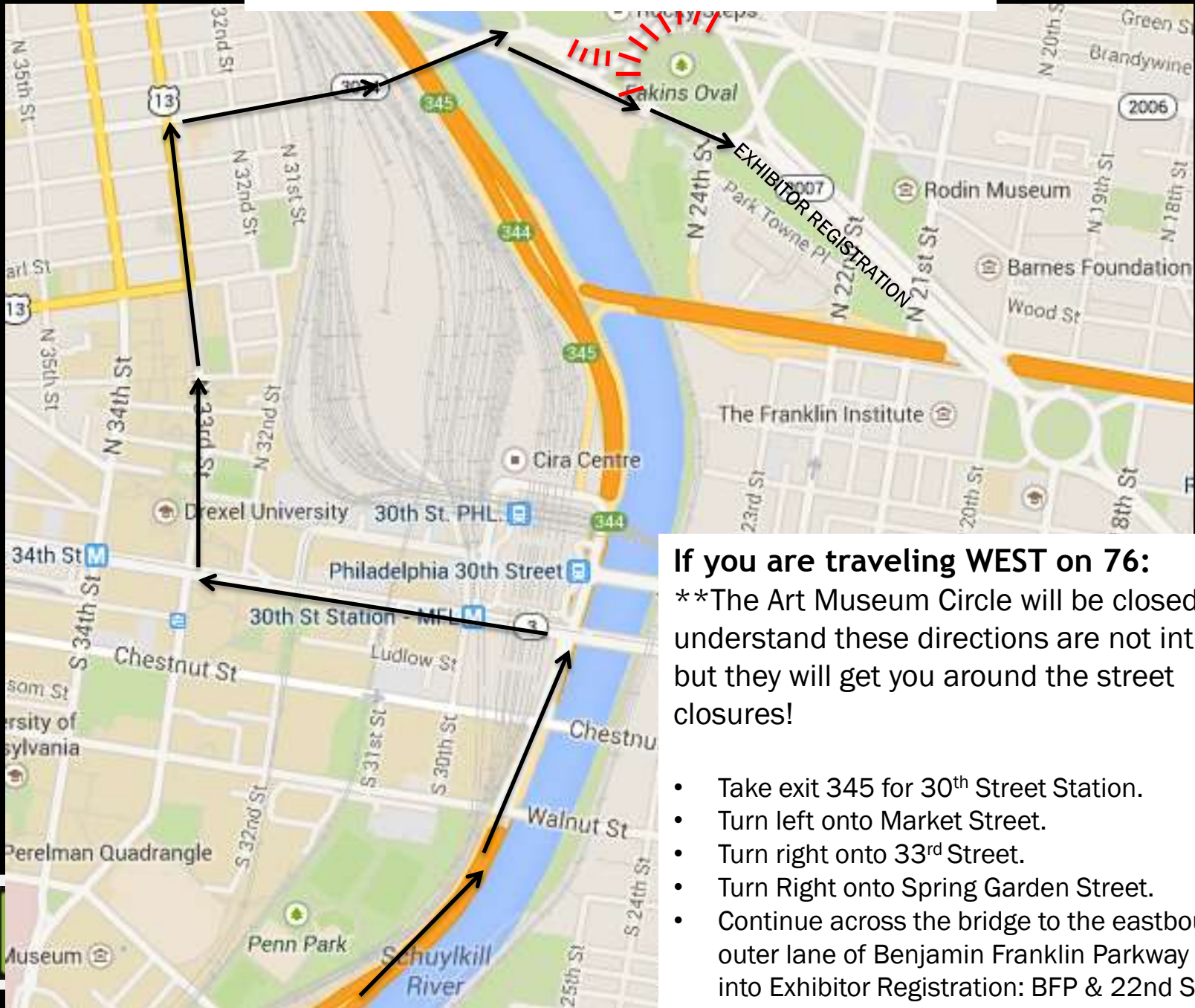


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# DIRECTIONS TO EXHIBITOR REGISTRATION



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## If you are traveling WEST on 76:

\*\*The Art Museum Circle will be closed. We understand these directions are not intuitive but they will get you around the street closures!

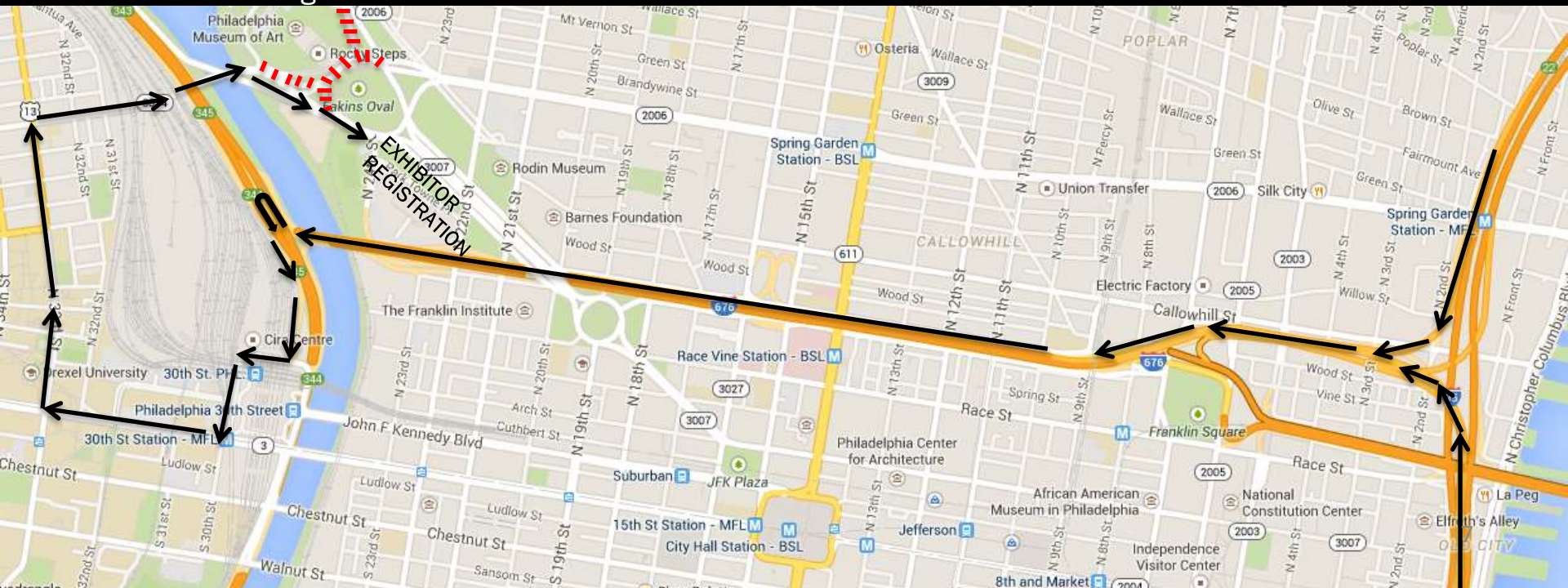
- Take exit 345 for 30<sup>th</sup> Street Station.
- Turn left onto Market Street.
- Turn right onto 33<sup>rd</sup> Street.
- Turn Right onto Spring Garden Street.
- Continue across the bridge to the eastbound outer lane of Benjamin Franklin Parkway and into Exhibitor Registration: BFP & 22nd Street.

# DIRECTIONS TO EXHIBITOR REGISTRATION

## If you are traveling on Interstate 95:

\*\*The Art Museum Circle will be closed. We understand these directions are not intuitive but they will get you around the street closures!

- Take 676 West across the city.
- Take the exit for I-76 East towards the Philadelphia Airport.
- Follow the signs for exit 345 toward 30<sup>th</sup> Street/Market Street.
- Turn right at the top of the exit ramp and follow the street through 2 traffic lights.
- At the third light make a right onto Market Street.
- At the second light make a right onto N 33<sup>rd</sup> Street.
- Follow 33<sup>rd</sup> Street north to Spring Garden Street.
- Turn right onto Spring Garden Street.
- Continue across the bridge and to the eastbound outer lane of Benjamin Franklin Parkway and into Exhibitor Registration: BFP & 22nd Street.



# DIRECTIONS TO EXHIBITOR PARKING





# LOAD-OUT

- Load out: 4:00PM, must be complete by 6:00PM.
- Exhibitors are responsible for the load in and out of all equipment and supplies.
- Entering the space after the event
- Exhibitors must remove all trash, cardboard, pallets, and other items from the event site
- No liquid disposal!
- No outgoing shipments will be coordinated.



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# REMINDERS

- All exhibits must be set and ready by 9:45 AM, Saturday, May 2 and must be completely removed (including trash) by 6:00 PM. Event strike begins at 4:00PM.
- All exhibits must be staffed by qualified personnel during the hours of the Carnival (10:00AM - 4:00PM).
- Materials related to your exhibit, organization, or club may be distributed to those interested, but please refrain from passing unrelated flyers as they add litter to the event site.
- The approved exhibit must be operated by the applying organization. No booths are to be subcontracted, assigned or transferred to a third party.
- **If you intend to distribute food and/or beverages, please contact Aliza Levin at 800.901.6136 x107 immediately.** Philadelphia Health Department has complex requirements that must be addressed before you can be approved to distribute food and/or beverages.
- Chemicals and trash must be removed from exhibit space.
- Do not leave valuables unattended at any time.



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# REMINDERS (CONTINUED)

- First Aid Tent and Lost & Found Tent: 20<sup>th</sup> Street and the Parkway
- In the case of a lost child
  - If the child comes up to you:
    - Take the child on a quick walk around the exhibit where they found you; you may find their guardian. If not, IMMEDIATELY escort the child to the Lost & Found Tent located at the corner of the BFP and 20<sup>th</sup> Street (next to the First Aid area). We will take it from here!
  - If the guardian comes up to you:
    - Take the guardian to the Lost & Found tent located at the corner of the BFP and 20<sup>th</sup> Street (next to the First Aid area). We will take it from here!
  - Lost & Found tent staff will work with the Science Carnival Staff and Police to locate the missing child or guardian.
- The Carnival will take place rain or shine!
- Discounted water



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# THINGS YOU MAY WANT TO BRING TO THE CARNIVAL

- Power Strips, Extension Cords & Surge Protectors!
- Plenty of Drinking Water
- Snacks
- Chemical Disposal Container (if necessary)
- Protective Gear for Experiments
- Sunscreen
- Rain Poncho (check the weather ahead of time and be prepared)
- Drop Cloths to Protect Items From Rain
- Masking Tape or Gaffer Tape
- Office Supplies -- Pens, Pencils, Tape, Staplers...
- Camera!



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# ADDITIONAL PARKING LOT LOCATIONS

- Standard Parking Lot:
  - 1919 Arch Street
- Patriot Parking Inc. Parking Lot:
  - 19th & Arch Streets
  - 100 North 19th Street
- Central Parking System Parking Garage
  - Kennedy House
  - 1901 John F Kennedy Boulevard
- Standard Parking Lot:
  - 1931 Arch St.
- LAZ Parking Garage:
  - Logan Square: 1815 Cherry Street
- LAZ Parking Lot:
  - 1800 Arch Street
- Central Parking System Parking Lot:
  - 22nd & Walden Streets
  - 2150 Walden Street
- Patriot Parking Inc. Parking Lot:
  - 23rd & Cherry Streets
  - 151 North 23rd Street



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# SPREAD THE WORD

- #GetNerdyPHL
- Handle reminders:
  - TWITTER/INSTAGRAM:  
@PhilaSciFest
  - Facebook:  
PhilaScienceFest



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# QUESTIONS?



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