Dear Exhibitor,

Thank you for your interest in being an exhibitor at the 2019 Donkey Creek Chum Festival. The following information should provide you with everything you need to know about the event and contact information if you have any questions.

**GENERAL INFORMATION**

**Date:**  Saturday, November 16, 2019 from 12:00-4:00 PM

**Location:**  Harbor History Museum, 4121 Harborview Drive, Gig Harbor, WA 98332

**Vendor Fee:**  We ask all vendors to contribute a $25 fee per booth. This helps cover the costs of hosting and promoting the event including permits, rack cards and advertising. Harbor WildWatch donates the staff time to coordinate and execute the festival (over $1,000). *Please make checks payable to Harbor WildWatch or request a secure online payment link.*

**Parking:**  Free parking is available to all vendors along the street. Museum parking is for festival attendees only.

**Check-In:**  On-site set-up is from 10:00 to 11:30 AM. Please check-in at the Information Booth before unloading. We ask that all vendors keep their booths running until 4:00 PM.

**TENTATIVE SCHEDULE OF EVENTS**

10:00 AM  
Exhibitor set-up begins

11:30 AM  
Exhibitor set-up ends, all vehicles must exit Museum parking lot

**12:00 PM**  
**Donkey Creek Chum Festival Opens (booths open)**

Refreshment service begins (through 3:30 PM)

1:00 PM  
Salmon Tour #1 through Austin Estuary & Donkey Creek Parks

2:00 PM  
Kayak races begin in Austin Estuary (through 3:00 PM)

Salmon Tour #2 in Austin Estuary & Donkey Creek Parks

3:00 PM  
Awards Ceremony for Kayak Races

3:30 PM  
‘What Can You Do’ Drawing

**4:00 PM**  
**Donkey Creek Chum Festival Closes (booths close)**

5:00 PM  
All exhibitors must be packed and exit Museum parking lot

Thank you for participating in this year’s Donkey Creek Chum Festival! Your support is truly appreciated by the community members who have come to love this event over the years. Please do not hesitate to call or email me if you have any questions.

*Lindsey Stover*
Chum Festival Chair;  lindsey@harborwildwatch.org or 253-514-0187
Frequently Asked Questions

Can I bring my car into the museum parking lot to unload?
Yes. We try to make the unloading process as easy as possible for our exhibitors. You may pull in your vehicle directly into the Harbor History Museum parking lot to unload near the front door. Be sure to check-in before unloading to find out if your booth is located in the lobby or patio area. Remember that you can begin setting up your booth as early as 10:00 AM, but all cars must exit the Museum lot by 11:30 AM to allow space for event attendees.

What equipment is provided for my booth?
Tables and chairs are provided for indoor booths only. Outdoor exhibitors are responsible for bringing their own tables, chairs and canopies to the festival.

Do I need to secure my canopy?
If you are bringing a canopy for your outdoor booth, you must secure it. The City of Gig Harbor requires that all canopies be secured during events where the public gathers. All exhibitors are responsible for securing their tent with either sand or water in case of inclement weather. Since outdoor booths are on the concrete patio area, no tent stakes are allowed.

Where should I park after set-up?
Free parking is available along the street adjacent to the Museum. We ask that all vendors utilize street parking to ensure Museum parking is available for festival attendees.

What is the unifying message between all exhibitors?
The goal of the Chum Festival is to bring people together to promote sustainability, sound environmental stewardship, preservation of our maritime history and culture, responsible recreation, habitat preservation, and shoreline restoration -- one salmon at a time. Your participation is dependent upon your ability to promote, support and/or educate with this goal in mind.

How can I support that message with my booth?
Exhibitors are asked to help promote the message of stewardship by participating in the ‘What Can You Do’ drawing. Exhibitors will display a sign and entry forms at their booth that reads, ‘What Can You Do,’ and lists possible ways individuals can help protect our local salmon (i.e. buying wild vs. farmed, using reusable bags, volunteering). Using the entry forms at your booth, visitors will select their pledge to enter the drawing. Exhibitors should hold onto the entry forms until a volunteer collects them. The drawing will take place at the end of the day.

How can I help promote the Festival?
There are several ways in which you can promote the festival. First, distribute the rack cards at your storefront or upcoming events. Pick them up at the Skansie Visitor & Interpretive Center from Thurs-Sat between 10-4pm. Second, be sure to “Like” our Facebook page at www.facebook.com/chumfestival. Share our posts with your followers and encourage them to like the page as well!

What time can I begin taking down my booth?
No earlier than 4:00 PM. We ask that all vendors keep their booths set-up and running through the end of the festival. No cars will be allowed to enter the parking lot to load until 4:10 PM.

Questions: Lindsey Stover, Chum Festival Chair
lindsey@harborwildwatch.org or 253-514-0187