

18th Annual

Under the Volcano Festival Sunday, August 10th, 2008

Whey-Ah-Wichen/Cates Park • Tsleil-Waututh Territory • North Vancouver

UTV Info Fair is back...

The 18th annual Under the Volcano Festival of Art and Social Change is fast approaching. This year's festival will take place on Sunday, August 10th at Cates Park (Whey-Ah-Wichen) in North Vancouver on Tsleil-Waututh Territory.

Most of you have likely set up a table at the Info Fair for many years but please read the information below as each year we try to improve our operations so that UTV can be a smooth and carefree day. If this is your first year setting up a table at Under the Volcano, prepare yourself for a fantastic day where you will be surrounded by 100+ community groups. You can expect to hear dozens of mind-blowing performers and you can sit in on some amazing and inspiring workshops featuring local and global activists and organizers. Hundreds of people will walk past your table throughout the day making this one of the best outreach opportunities of the year.

Here are the most important things you need to know:

- The Festival is on **Sunday, August 10th**. It takes place at Whey-Ah-Wichen (Cates Park) in North Vancouver.
- To reserve a table, please complete the following form and get it to us with your payment of \$25 by **August 3rd, 2007**. If you are selling wares (i.e. books), at your table, the fee will be \$50. The mailing address is included on the form.
- Set-up for the Info Fair is between **10:00 am and 11:00 am**. Please don't show up at 9 am and please don't be late. The gates open at noon and the show starts at 1 pm. We close the Info Fair area at **7:00 pm**. You can close down your table at anytime before this, as needed.
- The last page of this packet covers more specific questions you may have about the day. These are some different expectations this year so please read it even if you have been to every single festival. Thanks!
- Due to health board regulations, no food or drink may be sold or distributed from the Info Fair area.
- You will be given up to 3 wristbands for your volunteers at the beginning of the day. This will allow them entrance to the festival in order for them to work your table. To make things easy, prearrange to meet your late-arriving volunteers with their wristbands at the top gate (closest to the Info Fair). **If you don't need all of your wristbands then please leave them with us. Without at-the-gate donations, we cannot survive as a festival as this provides over 50% of our 'break-even' revenue.**
- **Due to North Vancouver District by-laws, absolutely no dogs are allowed in the park.**

Questions? Email: utvinfofair@gmail.com • **website:** <http://volcano.resist.ca>
Call (604) 682-3269 x 7783

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Info Fair Registration Form

The Info Fair is run on a cost-recovery basis (we only collect as much money as the area costs). The fee remains unchanged at **\$25**. Subsidies may be available for groups who are unable to pay the entrance fee – please contact us if this is the case.

Please provide full and up-to-date contact information for your group.

Organization

Mailing Address

.....

Phone Fax

E-Mail

Website

Contact Person(s)

Amount Paid:

Basic Rate \$25 _____

Or We'll have items for sale \$50 _____

Please make cheques payable to "Under the Volcano"
Mail or email registration to:
Under the Volcano
Box 21552, 1424 Commercial Drive
Vancouver, BC, V5L 5G2
Email: utvinfofair@gmail.com

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Important Information for Info Fair Participants

***Please note that each group will be allowed only 1 table – no exceptions!!*

Dates and Times

1. Info Fair Table Registration Forms must be in by August 3, 2007. No group will be guaranteed a table after that date.
2. Info Fair Set-Up is from 10am to 11am. Clean up starts at 7 pm and continues until darkness.

Set up and Clean Up

1. If you drive to the park, please unload your car immediately and, when possible, move your car to a further parking spot so as to make available parking for crew, artists, families, people with limited mobility.
2. Do not arrive earlier than 10:00 am. Clean up your table no later than 7 pm.
3. Each group will receive a maximum of 3 wristbands for gate access which will provide complimentary entrance to the festival for a maximum of 3 volunteers. You will be provided with a package including wristbands when you arrive. Please pre-plan to meet your volunteers at the top gate (closest to the Info Fair) so that you can give them their wristbands.
4. As soon as you arrive at the Info Fair, please approach the Under the Volcano Table to sign in, pick up your wristbands and pay outstanding fees, if applicable.
5. If you plan to hang up banners behind your table, please ensure that you are not harming or damaging the trees or any other plant life.
6. Clean up includes putting all trash into garbage containers and recyclables in the bins provided throughout the park. Please either take left over literature home or put it in recycling. Throw out all balloons as they can cause environmental damage. Pick up all cigarette butts (or else we wearily do it the next day!). Fold down the table and pile into piles of 8. Compile chairs from your area, if you can. This kind of help is highly appreciated, so thanks, in advance!

Volunteer Shifts/What to Expect During the Day.

1. You will receive 3 wristbands for your volunteers. Gate staff will be working under the assumption that all volunteers will have wristbands. Any volunteers over and above this number will be required to pay at the gate when they arrive.
2. During the festival, please do not try to leaflet people away from your table. The Info Fair cannot accommodate aggressive outreach and we ask that you respect the work of your fellow activists.
3. There are community-based, food vendors on-site all day.
4. There are emergency response workers on-site who can assist with any medical emergencies. First aid location will be detailed in the program guide and announced from the main stage throughout the day.

Two important final points

1. Please remember that we have no paid staff. We will do our best to confirm we received your registration. Receipts can be picked up on the day of the festival from the UTV info table. An email confirmation will be sent to you if an email is provided. No phone calls will be returned within 48 hours of the festival day.
2. Due to health board regulations, no food may be sold or distributed from the Info Fair area.

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