

# EXHIBITOR APPLICATION 2025

## North Bay Science Discovery Day

Saturday, March 8, 2025 | Public Hours: 10:00am to 4:00pm

Sonoma County Event Center and the Fairgrounds, 1350 Bennett Valley Road, Santa Rosa, CA 95404

Exhibit Coordinator: Lyman Black at [blackld@aol.com](mailto:blackld@aol.com)

**Applications due by: January 26, 2025.**

Offline PDF copy of the exhibitor application

We invite individuals and teams to join us in creating engaging, hands-on activities for students in 4th-8th grades and their families. Exhibitors are individuals and teams passionate about education and eager to present engaging activities in science, technology, engineering, and mathematics (STEM) to young students. Our exhibitors come from diverse backgrounds, including large corporations, nonprofits, government agencies, small businesses, schools, clubs, research institutions, and other groups dedicated to STEM education.

An exhibit is a hands-on STEM activity specifically designed for 4th to 8th grade students. It offers an opportunity to learn something new, spark inspiration, and connect with professionals who use STEM concepts in their work. Attendees report that they really connect and engage with hands-on activities that are interactive, live animals, and fun! We discourage static information tables, lectures, and dense scientific information.

All exhibits are to have engaging activities that promote STEM and must be reviewed and approved by the organizing committee. Keep in mind: (a) exhibitors are not allowed to sell anything; (b) solicitations of donations are not allowed; and (c) giveaways of candy or food items are not allowed.

### Standard Booth:

- 10' x 20' space
- 2 tables and 2 chairs (additional available upon request). Tables are 8' x 30" x 3/4" thick
- Booth identification sign
- Electricity and water, as available
- Free wifi

### Exhibit Booth Fees

New in 2025: There is **NO** mandatory fee to become an exhibitor. You may exhibit for free!

### Donations and Sponsorships

As this is a non-profit community event, we encourage exhibitors to donate to help support the ongoing sustainability of the North Bay Science Discovery Day. Even small donations

keep this event alive and free for everyone. Refer to the sponsorship information and recognition tiers at <https://www.northbayscience.org/sponsors>

**Exhibitor Information Sessions:** Learn about hosting high quality hands-on STEM activities, event basics and logistics, and hear words of wisdom from seasoned exhibitors.

- Thursday, October 10, 2024, 11:00 a.m. to 12:00 p.m. by Zoom - [Register by clicking here.](#)
- Thursday, January 9, 2025, 11:00 a.m. to 12:00 p.m. by Zoom - [Register by clicking here.](#)

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\* Indicates required question

1. Email \*

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2. First (Legal) Name \*

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3. Last (Legal) Name \*

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4. Lived (Preferred) Name (First & Last)

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5. Work Phone \*

Please enter in format 555-555-5555

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6. Cell Phone \*

Please enter in format 555-555-5555

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7. Will there be a different onsite contact at the event? Or, should anyone else receive event notifications?

*Mark only one oval.*

Yes    *Skip to question 8*

No    *Skip to question 19*

*Skip to question 19*

### Onsite Contact & Other Contacts

8. Onsite Contact First Name \*

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9. Onsite Contact Last Name \*

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10. Onsite Contact Email \*

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11. Onsite Contact Work Phone \*

Please enter in format 555-555-5555

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12. Onsite Contact Cell Phone \*

Please enter in format 555-555-5555

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13. Other Contact #1: Full Name

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14. Other Contact #1: Cell Phone

Please enter in format 555-555-5555

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15. Other Contact #1: Email

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16. Other Contact #2: Full Name

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17. Other Contact #2: Cell Phone

Please enter in format 555-555-5555

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18. Other Contact #2: Email

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### Organization Information

19. Full (Legal) Exhibitor Organization Name \*

Name of your organization, institution, or affiliated school/club/group \*\*\*\* If you are part of a University, college, school, list that institution here and your group/department below

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20. Specific department or group name (if applicable)

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21. Public Exhibitor Name (listed in program) \*

How should your exhibitor name appear on signs and materials? 75 characters or less

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22. Organizational mailing address

Include street, city, state, and zip

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23. Organization Website URL/Link \*

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24. Organization Logo

Files submitted:

25. Is your exhibit a robotics team? \*

*Mark only one oval.*

Yes      *Skip to question 26*

No      *Skip to question 28*

*Skip to question 28*

Robotics Team

26. Name of Robotics Team \*

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27. Robotics Competition Team Number \*

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Exhibit Details

Your activity title, inquiry question, and description are used to determine the appropriateness for the North Bay Science Discovery Day. Please be thorough in your description so we can understand your activity, needs, and identify any overlap with other activities. All activities must contain a hands-on or demonstration component to be approved.

28. Activity Title (for marketing) \*

Maximum 125 characters

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29. Activity Inquiry Question (for marketing) \*

Maximum 125 characters. Science is about inquiry and questioning. To help spark curiosity and interest at the North Bay Science Discovery Day, each activity should be framed by an inquiry question. The inquiry question is printed in the program.

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30. Exhibit Language \*

Please check all that apply.

*Check all that apply.*

English

Spanish

Other: \_\_\_\_\_

31. Activity Description \*

Maximum 1,024 characters

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32. (Optional) Additional Inquiry Questions. If your exhibit will include multiple activities, please list additional inquiry questions here. (Each question maximum 125 characters)

Maximum 125 characters per inquiry question.

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33. Estimated Time to Participate in Activity \*

*Mark only one oval.*

- Less than 5 minutes
- 5 to 9 minutes
- 10 to 15 minutes
- More than 15 minutes

34. Appropriate Age Range \*

*Check all that apply.*

- 0-5 years old (birth to kindergarten)
- 6-8 years old (lower elementary school)
- 9-11 years old (upper elementary school) [festival target age]
- 12-14 years old (middle school) [festival target age]
- 15-18 years old (high school)
- 19+ adults

35. How many people can interact with the activity at a time? \*

*Mark only one oval.*

- 1 or 2
- 3 to 5
- 6 to 9
- More than 10

36. Describe any giveaways or handouts. This includes promotional materials, bags, or other items you will provide to attendees. We want to keep the event as green as possible; please do not conduct giveaways unless there is a clear educational or informational value to the attendees.

Maximum 1,024 characters

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37. "MORE STEM" Please share your organization's camps, places, activities, calendars, and educational resources for youth to continue STEM learning after the festival. We use Science Near Me exchange.  
<https://www.northbayscience.org/morestem> Enter your own opportunities or list them below for us to add them.

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38. Provide Student Volunteer Opportunity

We invite exhibitors to host high school and college student volunteers for 4 to 6 hours at their booth! Students connect with you and your organization and you get help providing a hands-on activity. Please indicate if you would be willing to host students as exhibitor assistants during the event.

**NOTE:** Students themselves decide which organizations to volunteer with (first-come, first-served) by signing up at <https://www.northbayscience.org/volunteers>. **While we promote volunteer opportunities, we cannot promise that students will sign up for your exhibit.**

*Check all that apply.*

Exhibitor Assistant: Students invited to help with your exhibit for 4-6 hours.

39. Student Volunteer Opportunity - Number of Students Preferred

*Mark only one oval.*

0

1

2

3

4

5

40. Planned Setup Time(s) \*

*Check all that apply.*

- Friday, March 7, 2:00-6:00 p.m.
- Saturday, March 8, 7:00-9:30 a.m.

41. We provide 2 tables and 2 chairs at each booth. Please indicate if you need additional tables or chairs. Tables are 8' x 30" x 3/4" thick.

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42. Describe items or equipment brought onsite

Maximum 1,024 characters

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43. Risk Assessment \*

*Check all that apply.*

- None
- Food
- Water
- Fire
- Projectiles
- Animals
- Chemicals
- Other: \_\_\_\_\_

44. Risk Assessment Description and Mitigation: Please describe the items you plan to use and how you will mitigate risks.

Note: The Santa Rosa Fire Marshall will need a list of any exhibits with FIRE or CHEMICALS. Please list chemicals below.

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45. Electricity required? \*

*Mark only one oval.*

No

Yes

46. Description of item(s) requiring electricity

Please be thorough and list each item requiring electricity. If not completely known, specify the number of outlets needed. Be sure to include if any of the items have a non-standard electrical plug.

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47. Water requested? \*

*Mark only one oval.*

No

Yes

48. Description of item(s) requiring water

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49. Additional Requirements and Requests

Please describe additional requirements or requests. For example, if your exhibit should be placed next to another exhibit. The more you tell us in advance, the better we can work to delivery what you need for a successful experience. Additional fees may apply to special requests.

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**Exhibitor Sponsorships**

New in 2025: There is NO mandatory fee to become an exhibitor. You may exhibit for free!

**Donations and Sponsorships**

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50. Exhibitor Status

Check all that apply

*Check all that apply.*

- Standard exhibitor
- Sponsor
- Partner
- School
- Non-Profit
- NBSDD-affiliated
- Other: \_\_\_\_\_

51. Are you able to make a donation?

If so, please visit <https://ucanr.edu/NBSDD25>

*Mark only one oval.*

- Yes
- No
- Maybe

Terms and Conditions

52. Terms and Conditions \*

Please read Terms & Conditions at <https://bit.ly/3Cljl8t>

*Mark only one oval.*

- I have read and agree to the terms and conditions and that all information provided on this form is accurate.

53. Confirmation of Nondiscrimination \*

The University of California Cooperative Extension (UCCE) does not discriminate in its programs. UCCE is prohibited by law from providing services to or be in cooperation with any group which does discriminate. We are required by the US Department of Agriculture to maintain documentation of nondiscrimination by all groups with which we work.

*Mark only one oval.*

I affirm this organization does not discriminate in its policies or practices

54. Insurance Requirement \*

Exhibitors are required to provide a certificate of insurance for the "2025 North Bay Science Discovery Day" naming the following entities as additionally insured: The Regents of the University of California, Sonoma County Fair and Exposition Inc., County of Sonoma, and the Buck Institute for Research on Aging, their officers, agents, and employees."

*Mark only one oval.*

I will provide a certificate of insurance emailed to [info@northbayscience.org](mailto:info@northbayscience.org).

You will receive a copy of your responses from "Google Forms <forms-receipts-noreply@google.com>" with a link to edit your response.

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