



CLUB FAIR BOOTH SET UP AND UNLOAD

SATURDAY NIGHT – May 18, 2024 LA SIERRA UNIVERSITY CAMPUS

8:00pm-10:00pm -- *Registration / Set up (Gym Parking Lot M)*

- Enter LSU Campus from main gate off Riverwalk Parkway. Guard will Direct you to Parking Lot M for unloading.
- Park Vehicle and see Savannah at the Registration booth which will be set up at Lot M
- County Coordinators will be present to direct traffic and keep the flow of vehicles moving.
- You will have 10 mins to unload at your given location and then will have to park your vehicle in the lot so we can keep the traffic moving and area open for next club unload.
- You can return to your designated booth to finish your set up.
- Booth Setup will consist of EZ-Up, tables, chairs, and service area.
- Activity, Honors, and Display booth will be set up inside the gym.

SUNDAY MORNING – May 19, 2024 LA SIERRA UNIVERSITY CAMPUS

6:00am-8:00am (ONLY) – *Final Set Up* (Registration closes at **8:30am**) anyone registering after 8am will need to park in general parking lot and walk over.

- **ARRIVE EARLY** Parking Lot M will be for event special parking. No Booth parking is allowed in M. You can only drop off and leave. Do not Leave Vehicles unattended.
- County Coordinators will be present to direct traffic and keep the flow of vehicles moving.
- Final set for food booth, display booth, honors booth, and activity booth will be open to access from 6am-8am only. Any clubs coming late for set up will not have access after 8am. You will have to park in Regular Fair Parking and haul your own materials to your booth. (It is a long walk) **PLAN TO BE ON TIME.**
- Security will close access to Lot M at 8am sharp in order for Parade Setup to take place.

230pm-4:30pm – *Booth Breakdown and Clean up.*

- Lot M will be open for clubs to start breakdown process. Please leave the area better than when you got it.

CLUB MINISTRIES FAIR

PARADE LINE UP INSTRUCTIONS

SUNDAY MAY 19, 2024 LA SIERRA UNIVERSITY CAMPUS

6:00am - 7:45am – *Registration Open*

- Registration for the Parade will open at 6am. Check in with Savannah at Lot M before heading over to the staging area to line up for the parade.
- Directors must check in so we can confirm your club's attendance and participation.

7:00am – *Staging area is Open (Heritage Way)*

- Once you've checked in and registered with Savannah you can wait at the Parade Staging Area until the Parade starts.
- Staging Area will be at the same location it was at last year. *Heritage Way* is behind the Zapara School of Business just South of the Statue of Grace.
- Be on the lookout for our San Bernadino County Coordinators (Patty & Mario Hernandez, Byron Hazley) who will be giving instructions on where you need to be.
- This will be a good time for you to get your clubs dressed and looking sharp for the parade.

7:30am – *Start Lining up*

- Parade Participants will start getting instructions on where to line up.

8:30am – *Parade*

- The Goal is to have everyone in place by 8:30am and ready to go.
- Plan to be in your spots and ready by 8:30am

8:45am – *Grand Parade*

- Parade begins
- Make sure to keep space between you and the club in front of you
- March at a steady pace
- Follow the Parade route to the Founders Green

