

Please review our 2021 spooky guidelines:

Treat Station setup is from 9 AM - 3:30 PM Saturday - October 22nd. You **do not** need passes for setup. Passes are only required for those who will be assisting with your Treat Station during “Boo! At The Zoo.” You **must** have a pass to enter the zoo **after 3:30 PM.** **Any person not having a pass after 3:30 PM will be asked to leave or must purchase a ticket. There will be no exceptions.** Passes need to be picked up at the Friends office in the Finnup Center during regular business hours M-F, 9 AM-noon & 1-5 PM. (You will be responsible for pass distribution for your Treat Station **before** the event, so please make arrangements **before October 22** to sign them out. Each Treat Station will receive **up to 12 passes** for their station operation. **Please check-in at the 5th street gate upon arrival** (located next to the Finnup Center). There will be a volunteer on duty to help you find your location along the trail. If you have any questions or problems, Lee Richardson Zoo staff and Friends staff are equipped with radios and will be able to assist you. Continue to enter and exit the 5th street gate throughout the day. All other gates will be locked.

Treat Station Responsibilities:

1. Bring plenty of heavy-duty electrical cords and power strips if you require electricity
2. You are responsible for any tables, chairs, props, etc. that your display will need.
3. Please do not block the road during set up or tear down.
4. Hay bales will not be provided. Plan to bring some if they are needed for your display
5. Feel free to bring your company logo or signage to advertise your business to our guests.
6. Provide enough treats for 5,500 guests (if you run out of candy you can purchase extra from us)
7. Clean up your area after the event. There are trash cans and dumpsters nearby.
8. **Do not tear down your station until a zoo staff member or volunteer has notified you that it is ok to do so.**

Additional Reminders:

All spooks need to be in costume and staged by 3:30 PM. **The gates will open promptly at 4 PM.** Please be ready!

Think spooky, not scary. This is a family-friendly event. Remember, little monsters will be attending. They can become frightened easily. Keep this in mind, and please, **NO BLOODY DISPLAYS OR MAKEUP**, as we don't want to scare the little ones. If a display is inappropriate, we may ask you to change or remove it. Do keep this in mind when planning, and if in doubt, you may always call us and ask.

All tents must have advanced notice. We would like to know if you bring a tent to ensure you have enough room for setup.

Keep foot traffic flow continuous through your station to avoid goblin jams. **Please do not hand out gum or balloons** as they are against zoo policy. Small individually wrapped candies or novelties work well.

Children may attend a treat station only if they are working and have an adult present and supervising. **For safety reasons, don't allow them to wander through the zoo unattended (including people of all ages).** Please stay in the Boo event areas. Only those who are working will be given passes. **Any person not having a pass after 3:30 PM will be asked to leave or purchase a ticket. There will be no exceptions.** Plan to remain at your treat station until all guests have left the zoo. It may be 8:30 or 9 PM until the last little vampire has evacuated. Staff or volunteers will walk through at the end to notify treat stations it is ok to tear down. All vehicles that are not part of the display will need to be out of the zoo by 3:30 PM. For the safety of everyone, **no vehicles can move about the zoo during Boo!**

No alcohol, smoking, vaping, or pets are allowed on zoo grounds.

If the weather is questionable, please contact the **Friends office at 620.276.6243.** In case of inclement weather, Boo will be rescheduled for Saturday - October 29, 2022.

Friends of Lee Richardson Zoo is not responsible for any ghosts, goblins, dragons, or fairies that may follow you home.