

Please review our 2020 spooky guidelines:

Treat Station setup is from 9 a.m. - 3:30 p.m. Saturday- October 17th. 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 p.m.** **Any person not having a pass after 3:30 p.m. 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 a.m.-noon & 1 p.m.-5 p.m. (You will be responsible for pass distribution for your Treat Station **prior** to the event so please make arrangements **before October 17th** 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:

- Bring plenty of heavy-duty electrical cords and power strips if you require electricity.
- You are responsible for any tables, chairs, props, etc. that your display will need.
- Please do not block the road during set up or tear down.
- Hay bales will not be provided. Plan to bring some if they are needed for your display.
- Feel free to bring your company logo or signage to advertise your business to our guests.
- Provide enough treats for 5,500 guests (if you run out of candy you can purchase extra from us)
- Clean up your area after the event. There are trash cans and dumpsters nearby.

Additional Reminders:

All spooks need to be in costume and staged by 3:30 p.m. The **gates will open promptly at 4:00 p.m.** 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 it in mind when planning and if in doubt, you may always call us and ask.

All tent use must have advance notice. We would like to know if you are bringing a tent to assure 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** (zoo policy). Small individually wrapped candies or novelties work well.

Children may attend at a treat station only if they are working the treat station, and an adult must be present and supervising. **For safety reasons, don't allow them to wander through the zoo unattended (this includes all ages of children.)** 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 p.m. will be asked to leave or must 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 p.m. or 9:00 p.m. until the last vampire has evacuated). Staff or volunteer will walk thru at the end to notify treat stops it is ok to tear down. All vehicles that are not part of a display will need to be out of the zoo by 3:30 p.m. For participants' safety, **no vehicles can move about the zoo during Boo!**

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

If the weather is questionable, please contact the Friends of Lee Richardson Zoo office at 620-276-6243. In case of inclement weather “Boo! At The Zoo” will be rescheduled Saturday, October 24, 2020.

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