Maker Faire Bay Area 2008
San Mateo County Event Center & Fairgrounds
San Mateo, California
May 3, 2008: 10 a.m. – 10 p.m.
(Most exhibits close at 6 p.m.)
May 4, 2008: 11 a.m. – 6 p.m.
www.makerfaire.com

Sponsor & Exhibitor Manual

We are very excited that you will be participating in our 3rd Annual Maker Faire Bay Area. The Maker Faire is truly a unique experience where hundreds of Makers, DIY enthusiasts, and thousands of spectators come together. Our goal is to help make your involvement in the Maker Faire memorable for years to come!

The Maker Faire Production Team has carefully developed certain rules and regulations to make the show safe and enjoyable for both the public and for Sponsors & Exhibitors. Please review the entire Sponsor & Exhibitor Manual as it offers you guidance as you plan your participation, and it contains valuable information that will save you time and money.

As guests in the facility and the local town, we must abide by all regulations of a public facility, which are designated primarily to ensure public safety.

We would like to thank you for helping us make the Maker Faire a truly unique, educational, and extraordinary experience.

➚ CONTACT INFORMATION

Maker Faire Production Team

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- **CHECKLIST**

☐ Send your logo and/or company description to fairemanager@oreilly.com.

☐ Submit Maker Faire invoice for payment. Contract invoice must be paid in full prior to check-in.

☐ Make hotel reservations.

☐ Make air travel reservations, if required.

☐ Design your exhibit and make necessary equipment orders.

☐ Update your events page with Maker Faire information and add web banners: http://makezine.com/makerfaire/banners/

☐ By Monday, March 17th – Order additional hardwire or bandwidth internet service, if required.

☐ By Friday, April 18th – Deadline for furniture decorator order at discounted price.

☐ By Friday, April 18th – Order audio visual services and/or computers, if needed.

☐ By Friday, April 18th – Order electrical as required.

☐ By Friday, April 25th – Coordinate all advance shipping details to arrive prior to show date.

☐ Distribute your complimentary tickets.

☐ Make arrangements for return shipments.

PRE-SHOW

↗ VENUE

Maker Faire will be held at the **San Mateo County Event Center,** 2495 South Delaware Street, San Mateo, CA 94403. For information regarding the fairgrounds, please visit their website: http://www.sanmateoexpo.org

↗ HOTEL ACCOMMODATIONS & AIRPORTS

The official hotel of the Maker Faire is the Crowne Plaza Hotel. **The discount code is "MAK".** Early booking is strongly recommended to ensure your team has a room, as availability is limited.

Crowne Plaza Hotel
1221 Chess Drive
Foster City, CA 94404

Reservation Line: 1-800-972-3124
Hotel Front Desk: 1-650-570-5700 Hotel Fax: 1-650-570-0540

For reservations online: www.crowneplaza.com/sfo-peninsula

Nearby Airports:

San Francisco International (SFO) 6 miles / 9.66 km north of the hotel
Complimentary Airport Shuttle available to the Crowne Plaza Hotel
Approx. taxi charge and travel time (one-way, little traffic): $25, 15 min

Oakland Airport (OAK) 22 miles / 35.4 km east across the Bay Bridge
Approx. taxi charge and travel time (one-way, little traffic): $55, 30 min

San Jose (SJC) is 27 miles / 43.45 km south from the hotel
Approx. taxi charge and travel time (one-way, little traffic): $65, 35 min

The Millbrae BART station is less than 8 miles from the Fairgrounds. The CalTrain, running between San Francisco and San Jose, arrives at the Hillsdale station hourly on weekends and weekdays. CalTrain connects with BART at Millbrae. See caltrain.com and bart.gov for schedules and additional information.

↗ SHOW HOURS

Saturday – May 3, 2008

Sponsor / Exhibitor / Maker Set-up	7:30 a.m. – 9:45 a.m.
SHOWTIME ENTIRE GROUNDS	**10:00 a.m. – 6:00 p.m.**
(Most indoor exhibits will close at 6 p.m.)	
SHOWTIME EVENING PROGRAM	6:00 p.m. – 10:00 p.m.
(Outdoor exhibits mostly)	
Grounds Closed to Public	10:00 p.m.
Venue Closed	11:00 p.m.

Sunday – May 4, 2008

Sponsor / Exhibitor / Maker Set-up	9:00 a.m. – 10:45 a.m.
SHOWTIME	**11:00 a.m. – 6:00 p.m.**
Grounds Closed to Public	6:00 p.m.
Venue Closed	11:00 p.m.

↗ TICKETS

As a Sponsor & Exhibitor you are eligible for a certain number of complimentary Maker Faire single day tickets, depending on your company's level of sponsorship. These tickets are to distribute as you wish to business partners, friends, and family. You will receive your complimentary tickets in the mail prior to the show.

Additionally, Maker Faire tickets for the general public can be purchased in advance at a reduced rate at http://www.makerfairetickets.com. On-site purchases will be cash only. ATMs will be nearby.

Maker Faire Tickets	Advanced Purchase until 4/25		On-site
	Single Day	Weekend Pass	Single Day
Adult	$20.00	$40.00	$25.00
Student (13 to 21)	$10.00	$15.00	$15.00
Youth (4 to 12)	$5.00	$10.00	$10.00
Kids (under 3)	Free	Free	Free

➚ MARKETING MATERIALS

Be sure to update your website and company events calendar to let your customers know that you will be participating in Maker Faire. We have a library of graphics for you to select from.

Go to www.makerfaire.com/logos to access the Maker Faire logo (including a high-res format).

Go to www.makerfaire.com/banners to access a library of Maker Faire web banners and code (a variety of sizes and styles for you to use on your website). Some examples are:

Go to www.makerfaire.com/webbadges for "See us at Maker Faire" web badges and code.

Maker Faire posters can be downloaded at http://makerfaire.com/bayarea/2008/posters/.

And, if you would like Maker Faire business cards, postcards, or posters sent to you to distribute at events, post at your company, or share with your customers, please contact Ginny Robinson (ginny@oreilly.com).

➚ SPONSOR & EXHIBITOR SERVICES

Please be advised that Sponsor & Exhibitor packages only include floor space at the Maker Faire, unless you have contracted differently. Therefore, we have provided the following services and resources for you to create your own unique presence at the show.

Forms: The web page http://makerfaire.com/bayarea/2008/sponsorinfo/ contains all of the forms referenced below.

Audio Visual Equipment: If you require audio visual equipment or computers for your exhibit, Event Technology Services will assist you. The early order discount deadline is April 18, 2008. Form: Audio Visual Order Form Maker Faire BA08.

Connectivity Information: Wireless connectivity will be available in some areas. If hardwire connections or more bandwidth is required for your exhibit, please order additional internet services as soon as possible so that we may accommodate your needs. Form: Internet Order Form Maker Faire BA08.

Decorator Services: Champion Exposition Services is the official decorator and provides items such as furniture, tables, chairs, wastebaskets, and signage, along with drayage, labor, and forklift services. They will also be able to assist you with advance and return freight shipments. The furniture order deadline is April 18th, and the Advance Freight shipment deadline is April 25th. Form: Decorator Services Order Form Maker Faire BA08.

Edlen Electrical Services: Maker Faire does not provide power to exhibit spaces, unless specifically outlined in your Sponsor package. Edlen Electrical Services is the electrical contractor for the Maker Faire. If you require electrical service, please contact Peter Caldwell to discuss your electrical and distribution needs. Telephone is 650.225.0900. Deadline for orders is April 18th. Form: Electrical Order Form Maker Faire BA08.

Security: SCS Services is the security service provider coordinated through the San Mateo Event Center. Contact Yuri at 650.574.3985 if you have any questions. Form: Security Order Form Maker Faire BA08.

Local Resources: We understand that you may want to create your exhibit with unique items; therefore, we have provided addresses and directions for local resources. Document: Local Resources.

Radio Frequency: Due to the nature of the event, if you plan to use excessive radio frequencies for your exhibit, please inform the Maker Faire Production Team so that we can provide this information to our wireless internet service provider and other possible Sponsors & Exhibitors using radio frequencies.

➚ MAKER DISPLAYS, PRESENTATIONS, DEMONSTRATIONS, AND WORKSHOPS

The Maker Faire is not your standard trade show environment — it is a fun, interactive maze of demonstrations, exhibits, workshops, and displays. We have tried to keep it environmentally friendly and simple in design. Your exhibit space floor will be taped to identify your assigned area, and you will have the freedom to creatively "MAKE" your exhibit!

Examples of other activities on the show floor:

Maker Workbench: The goal of a workbench exhibit is to allow a Maker to display work and engage in conversation with attendees, explaining how the project was designed and how it works.

Interactive Performance: We will have performances that will engage and entertain the attendees and enable them to interact in a fun way. The performances may be tied to a stage or roving through the

Fairgrounds as a kind of street theatre. Performances can be musical or theatrical, but they could also be collaborative building processes or "making" something together.

Presentation: These include audio visual presentations intended for showing a project or process that cannot be brought to the Faire, or a special project that requires audio visual resources. These presentations are limited to 20 minutes. As a general rule, PowerPoint presentations are not appropriate for this event unless they are unusually entertaining.

Demonstration Workshop: A demonstration workshop is a show-and-tell session on how to make something. Makers will demonstrate and teach particular skills, techniques, or processes. They will start by explaining their materials and tools and then work through a build process, sharing their knowledge and interacting with the audience. Sessions will be under 30 minutes in length and may be repeated on the program.

If you need any assistance in developing your presence at the Maker Faire, please feel free to contact us as we would enjoy brainstorming and collaborating with your team to obtain the best creative results!

➚ SHIPPING

For smaller packages and non-valuable items, if you can guarantee delivery between Wednesday, April 30th and Friday, May 2nd, direct your delivery with a detailed shipping label (it must include all of the following information) to:

MAKER FAIRE
Name of Sponsor & Exhibitor
2495 S. Delaware Street
San Mateo, CA 94403
Phone number of your company contact attending the Maker Faire

For return of smaller packages, please label packages with appropriate carrier airway bills (FedEx, DHL, or UPS) and call to arrange for Monday pick-up with the respective carrier. A consolidation point will be identified in the Show Office for all pick-ups. There will be no shipping supplies available on-site and it is your responsibility to pack your items and arrange for pick-up. To assist in tracking packages, please email fairemanager@oreilly.com and indicate the number of packages and the expected arrival date.

Advance Freight Shipments: All materials shipped in advance to the Champion Exposition Warehouse must arrive by April 25th. The first day for Direct Freight acceptance at the San Mateo Event Center is May 2nd. Please find details in the Champion Exposition Decorator Services Order Form.

Return Freight Shipments: Consistent with trade show industry practices, there may be a lapse of time between the completion of packing and actual pickup of materials from the booths for loading onto a carrier. The San Mateo Event Center and the Maker Faire Production Team will not be held responsible for any items left at the site after 11 p.m. on Sunday, May 4th. Please make necessary arrangements for security if required.

ON-SITE

➚ SPONSOR & EXHIBITOR CHECK-IN

Please be advised that your Maker Faire invoice must be paid in full by check-in before you set up your exhibit. We will help remind you to make certain this requirement is completed prior to showtime!

Check-In Location: Please go directly to the Sponsor & Exhibitor check-in table at Gate D.

Credentials: At check-in you will receive your Sponsor & Exhibitor credentials. All workers at your booth are required to present credentials in order to enter the Fairgrounds prior to and during show hours, and they must wear credentials at all times.

Will Call: Will Call services will be provided during the Maker Faire at the East Gate. If you have members of your team or guests picking up credentials and/or tickets, please follow the Will Call guidelines. Envelopes will be provided at check-in for your convenience. Clearly print the guest name with the last name first with your company name on the envelope. The team members/guests must present valid photo identification in order to receive credentials and/or tickets at Will Call.

➚ ON SITE LOGISTICS

Event Management Office: The office is located in the VIP Room of Fiesta Hall and crew members will be available to assist you with any questions or concerns.

Area Managers: Area Managers will be available throughout set-up, as well as during the event, and at teardown. You will be introduced to your designated Area Manager on-site.

Storage: We ask that you take care of your individual storage needs as there is no storage at the Event Center. However, empty containers and boxes can be stored but you will not have access to these items until the end of the show. Please see your Area Manager if you need assistance.

Janitorial Services (by 8 p.m.): Leave any trash for pickup in the aisles between the hours of 6 p.m. and 8 p.m. The crew will complete a clean sweep of the aisles and will remove only items that are in the aisle. Please consolidate garbage into larger bags and flatten boxes when possible. Please note that the crew will not enter your exhibit area to clean.

Recycle Containers: Please let us know if your exhibit will create a large volume of recycled goods such as cardboard, bottles, or plastic containers. Please see your Area Manager to request appropriate recycling containers for your exhibit. If you have items for reuse that could be used for the Make Play Day area or in the craft exhibit areas, we would appreciate knowing in advance so as to better assist you in distributing the reuse goods.

Food & Concessions: Ovations has the exclusive right to provide all concession food and beverages, including the sale of alcoholic beverages. Show promoters, Sponsors & Exhibitors, or guests are not permitted to sell or give away food and beverage items or contract with any food service organization other than Ovations. The Maker Faire Production Team has arranged for fair-type concession stands to be open during the show and we have special requirements for our Food Makers to adhere to. No outside food or beverage is permitted. If you have specific catering needs, please contact Nancy Davis, General Manager of Ovations at 650.571.8500.

Security: The Maker Faire Production Team will maintain 24-hour roaming **perimeter** security during set-up, event days, and teardown. In addition, one security guard will remain in Fiesta Hall and Expo Hall during nightly lockdowns. If you have additional security needs, please contact Yuri at 650.574.3985.

➚ LOAD-IN, PARKING & TEARDOWN

Load-In Hours
Thursday, May 1st – (*by appointment only*)
Friday, May 2nd – 8:00 a.m. – 8:00 p.m.
Saturday, May 3rd – 8:00 a.m. – 9:45 a.m.
Sunday, May 4th – 8:00 a.m. – 9:45 a.m.

Sponsors & Exhibitors who need to work after 8:00 p.m. on Friday must make arrangements with the Maker Faire Production Team. Major construction must be completed on Friday, and all final touch-ups must be completed by 9:30 a.m. on Saturday, May 3rd. Vehicles are not permitted in the buildings once the show begins.

Sponsor & Exhibitor Parking

Parking lots and roadways are under the exclusive and absolute control of the San Mateo Event Center. Unfortunately, there is a parking fee during show days that the Maker Faire Production Team was not able to waive.

Parking is free on set-up dates. The Public Parking rate for Saturday and Sunday is $8.00 per day. A discounted two-day Sponsor & Exhibitor Parking Pass can be purchased for $12.00 on Friday, May 2nd from 10:00 a.m. until 5:00 p.m. at the Show Office. Please remember to purchase parking passes for all crew members on Friday to

receive the reduced rate. You will not be able to purchase the reduced-rate parking pass during the show days. Payment for parking is cash only.

Load-In Vehicle Entrances

Sponsors & Exhibitors may drive to the building closest to their exhibit. Quickly unload, go park your vehicle in the lot, and then return to set up your exhibit. This allows space for your neighboring Sponsor & Exhibitor to drive in and unload.

Truck loading entrance is specified by building:

Gate CC – Expo Hall
Gate D – Fiesta Hall and Meeting Pavilion
Gate E – Cypress Hall, Redwood Hall, Sequoia Hall, and Show Barn
Gate D - Show Day entrance for Sponsors & Exhibitors

All vehicles must be off the grounds by 9:15 a.m. Saturday to open the Maker Faire. Vehicles will not be allowed to drive onto the grounds after 9:00 a.m. on Saturday morning.

Please notify us if your vehicle is part of your exhibit and will remain on the grounds for the entire duration of the Maker Faire. For special set-up coordination, please contact Louise Glasgow.

Freight Door Sizes
Expo Hall – Three 16'x16' doors and one 16'x24' door
Fiesta Hall – One 12'x14' door
Cypress Hall – Each has one 12'x14' door
Meeting Pavilion, Sequoia Hall, Redwood Hall – One 12'x12' door each
Show Barn – Three 12'x14' loading doors

Map for the event site is located at www.sanmateoexpo.org/facilities.aspx.

Exhibit locations will be assigned on a first come, first served basis as contracts are received.

Teardown: Teardown and strike to begin after 6:00 p.m. on Sunday. All exhibits must be removed completely by 11:00 p.m. on Sunday night.

Load-out vehicles will not be allowed to line up at the gates until after 6:30 p.m. on Sunday. Sponsor & Exhibitor vehicles are to enter the grounds at the gates assigned by building as soon as the public is clear from the grounds. If your exhibit requires more set/strike time, storage, or is cued for shipping off the grounds, please advise Louise Glasgow of your alternate arrangements.

MAKER FAIRE SAFETY TEAM: To help us produce a fun and safe environment for all involved in the show and the many attendees, we have added an emergency and support service to the Maker Faire Production Team. MARS — Mutual Aid Response Services — will be providing their services to supplement on-site resources and provide contracted first response to any emergency. They will also assist in developing our Fire Safety Plan and Safety Monitor program throughout the Maker Faire.

FIRE & SAFETY REQUIREMENTS

Note: The following are industry standard rules that require full compliance.

Notification & Special Permits: As a Sponsor & Exhibitor, if you intend to display, operate, or use any of these items shown below, you must obtain prior approval from the Maker Faire Production Team.

- Heat-producing or open-flame device, candles, lamps, etc.
- Electrical, mechanical, or chemical devices deemed hazardous by the Fire Department
- Internal-combustion engines
- Flammable liquids, compressed gasses, or dangerous chemicals

All floor plans must be approved by the San Mateo County Fire Marshall. The San Mateo County Fire Marshall reserves the right to make any final decision regarding the above requirements and has the authority to close down and/or fine any exhibit not in compliance.

For sponsors with designated spaces in a building, please make certain that information regarding your exhibit layout is sent to Louise Glasgow by Wednesday, April 9th as the entire event floor plan will go to the Fire Marshall on Friday, April 11th and will be reviewed in person on Wednesday, April 16th. For information on the Fire Marshall Requirements please go to: www.sanmateoexpo.org/pdf/fireprotect0905.pdf.

Exit and Aisles: Aisles must be kept clear of all displays and equipment. Entrance and exit doors shall remain unobstructed at all times. Fire extinguishers and fire hose cabinets shall remain visible and accessible at all times.

Electrical Devices: All electrical devices with three-wire supply cords shall utilize "UL" ground receptacles. All electrical extension cords must be of heavy-duty, three-wire construction. All power cords must be kept behind the display with nothing placed on top of any cords.

Electrical/Fireproofing: The Fire Department has strict regulations governing trade shows. All electrical wiring must conform to National Electrical Code Safety Rules. In addition, all draperies, decorations, and materials must be flameproof in accordance with local fire codes. Materials may be inspected and/or tested by the Fire Marshall at anytime.

Hazardous Materials: All hazardous materials must be properly disposed of. Materials such as grout, mortar, tape compound, etc. cannot be poured down the facility drains. All building materials, supplies, etc., must be taken away after teardown. The facility does not accept large amounts of dumped building materials or electronic waste.

Combustibles Kept Outside: Additional supplies and inventory must be kept in closed containers and stored in a neat and compact manner. Exhibit storage cartons and crates, combustibles waste materials, empty cardboard boxes, etc. must be removed from the building and cannot be stored behind the back drapes or display wall. The Maker Faire Production Team will ensure that adequate janitorial and trash pickup service outside your booth is performed daily.

Propane & Helium will not be permitted without prior review and approval.

Indoor Display Vehicles & Motorized Display Items: Fuel level must not exceed ¼ tank and must be less than 3 gallons. Vehicles/items must be inspected and approved before entering the exhibit building. Once located in the exhibit space, the negative battery terminal must be disconnected and the fuel tank cap must be taped or locked.

Child Safety: Maker Faire is a family event. We appreciate your assistance in keeping the Maker Faire a safe environment for the children attending the event. For safety purposes, we request that children under the age of 15 not be on the show floor during set-up or takedown hours.

Emergency: In the event of a medical emergency, please notify your area manager, security personnel, or anyone with a show radio. They will contact the on-site EMT personnel who have a direct line to the San Mateo Response Dispatch. If someone dials 911 from a cellphone, the above procedure still needs to be followed for the best possible care, as this will expedite the response of medical assistance. Please report all incidents to the Maker Faire office.

First Aid Facilities: The Maker Faire Production Team has arranged to have an EMT on-site during show hours. First Air Services will be available at the Public Service Center on the west side of Redwood Hall. There will be signage to direct you to first aid. This is also where our Emergency Medical Technician (EMT) will be stationed.

Smoking and Tobacco Products: The San Mateo Event Center is a non-smoking facility. Smoking and advertising of cigarettes or tobacco products is prohibited inside the event facilities. The use of any cigarette or tobacco product name in promotion or product is also prohibited.

Insurance: The Maker Faire Production Team has general liability insurance covering the Maker Faire. This insurance does not cover the Sponsor & Exhibitor exhibits, contents, visitors within the confines of the Sponsor & Exhibitor's leased space, or the Sponsor & Exhibitor's personnel. Every reasonable precaution will be taken to protect Sponsor & Exhibitor's property, but the Maker Faire Production Team assumes no responsibility for any losses due to fire, theft, accident or other causes. Sponsors & Exhibitors shall obtain insurance against such

hazards. If you do not already have coverage, contact your insurance company to request that this coverage be made available to you.

Loss Prevention & Security: Sponsors & Exhibitors must make provisions for safeguarding of their goods, materials, equipment, and displays at all times. Please be loss-conscious. The potential of theft and disappearance can be greatly reduced if a few simple precautions are taken:

- ✓ Do not leave purses, laptops, cellphones, or any easily portable items unattended at any time in your exhibit area.
- ✓ Avoid leaving any small items of significant value in booths overnight.
- ✓ If possible, cover your display with a flameproof drop cloth.
- ✓ Run wire or cable through as many items as possible, and lock at night.
- ✓ A solidly constructed, lockable trunk provides security and storage for small articles.
- ✓ Make sure all labels are properly completed for items left to be shipped or stored.
- ✓ Report any suspicious person or theft in the building or on the grounds immediately to the Maker Faire Show Office, and we will notify Security Officers and file an incident report.
- ✓ Lock valuables in the trunk of your car, where they are not visible.
- ✓ Travel in pairs at night.
- ✓ Ask your hotel for a safe deposit box to store your valuables.
- ✓ **If you are demonstrating a valuable piece of equipment, please remove it from your booth each evening and take it with you.**

The Maker Faire Production Team, San Mateo Event Center, and MAKE magazine will not be held responsible for lost or damaged property at any time. You are urged to maintain full insurance coverage for loss of your property.

↗ RULES AND REGULATIONS

We want to thank you for your cooperation in complying with the rules of the San Mateo Event Center. If you have any questions regarding the following rules, please feel free to contact anyone on the Maker Faire Production Team.

Building Regulations – In accordance with restrictions imposed by the Event Center, the following rules must be adhered to:

- No drilling of holes, attaching to or painting of the floor, or any other defacement to floors or walls. When such damage occurs, the Sponsor & Exhibitor is solely responsible and is liable to the owner of the property so damaged.

- Signage and/or decorations may not be taped, nailed, tacked, stapled, or otherwise fastened to any wall, ceiling, column, stone, window, drape, or painted surface in any area inside the building or on the premise without advance permission.

- Please do not insert stakes in the ground, as it could be costly and dangerous. There is wire underground that will be damaged if stakes are used.

- Alterations shall not be made to the buildings, grounds, or parking lots. Temporary changes such as the installation or removal of fences, removal or trimming of trees, painting, or equipment relocation are prohibited.

- Every participant, employee, agent, or contractor connected with the Permittee's use of the premises shall abide by, conform to, and comply with all the laws of the United States, the State of California, as well as the ordinances of the City of San Mateo and all rules and regulations of the Police and Fire Departments of the City of San Mateo, and the County of San Mateo. Permittee agrees that he/she will not permit violation or breach of peace to occur either on his/her part, or by anyone employed by him/her or anyone admitted to the premises by him/her. Permittee shall conduct activities upon the premises so as not to endanger or harm any person, property, or the environment. For purposes of this paragraph, the term "premises" shall include all the San Mateo Event Center property, including the parking lot, entrance ways, ticket booth areas, and other areas used by Permittee or its employees, contractors, agents, members, or guests.

- Event Production reserves the right to restrict exhibits, displays, demonstrations, presentations, or workshops that become

objectionable because of noise, method of operations, materials, safety, or any other reason.

- Sufficient space must be provided within the booth for the comfort and safety of persons watching exhibits, demonstrations, displays, or workshops.
- **No food or beverage may be offered or displayed as part of exhibit, demonstration, presentation, or workshop.**
- No exits, fire fighting equipment, or emergency equipment may be blocked or obstructed under any circumstances.
- Compliance with Americans with Disabilities Act (ADA) is a legal requirement for public facilities. This law became effective in January 1992. It requires access for disabled persons at convention centers, and as necessity follows, floor exhibits.

↗ RAIN PLAN

In the case of rain, the show will go on! The Maker Faire Production Team will make arrangements for each Sponsor & Exhibitor, Maker, and Vendor that has been positioned outside.

For more information on the day of, please go to **http://makerfaire.com/rain/**

Thank you for taking the time to read this manual.

We look forward to seeing you at the Maker Faire!