



Saturday, March 7, 2026
10:00 a.m. to 4:00 p.m.
Sonoma County Fairgrounds

EXHIBITOR

HANDBOOK

Exhibitor applications due by January 25, 2026 at <https://qrco.de/NBSDD26>



www.northbayscience.org

A public education event organized by the University of California.

Revised
August 20, 2025



*We handle venue logistics, operations, and promotion.
You deliver the science fun that sparks curiosity.*

Welcome

The North Bay Science Discovery Day is a one-day, free, community science festival to spark curiosity and wonder in children and families for science, technology, engineering, and math (STEM). The festival brings together 100+ organizations and 10,000+ attendees, funded by 70 sponsors and 150 volunteers, for youth to talk with scientists and engineers while exploring 150+ interactive exhibits including rockets and beehives, robots and sharks, catapults and hearts, animation, animals, art, and more!



Discovery Day is organized by a volunteer committee of people who live, work, and play in our local communities. We plan the event in partnership with the University of California Agriculture and Natural Resources (UC ANR) 4-H Youth Development Program.



Exhibits Coordinator
Lyman Black
blackld@aol.com

Event Chair
Steven Worker
smworker@ucanr.edu



Festival at a glance

We invite you to join us in creating engaging, hands-on activities targeted for 4th-8th grade students, and accessible for younger youth, their adults, and the entire family.

All about discovery and wonder

Attendees

- 10,000 in 2024
- 11,000 in 2025
- Primary age range is 5 to 9 years old
- Average length of stay is 3 hours
- Time at any exhibit is 5 to 10 minutes
- Exhibitors can expect to reach 300 to 500 people per activity

Origin

The North Bay Science Discovery Day began in 2011 with the North Bay Leadership Council, Buck Institute, and a National Science Foundation grant through University of California, San Francisco's Bay Area Science Festival. The Buck Institute for Research on Aging recruited a volunteer team to host our first Science Discovery Day. In 2019, the event host transitioned to the University of California, Division of Agriculture and Natural Resources 4-H Youth Development Program.

Overall Experience

How was your experience at the North Bay Science Discovery Day on a scale from 0 (bad) to 100% (good)?

2024



Attendees

2025



Attendees

87%

Student Volunteers

87%

Student Volunteers

96%

Exhibitors

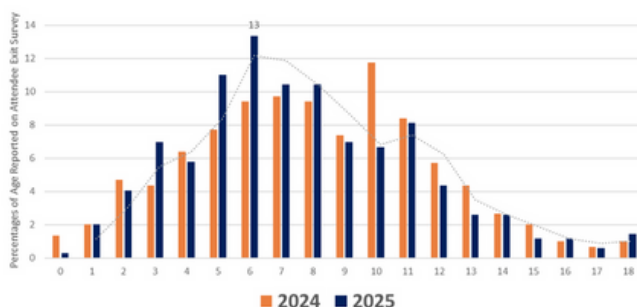
92%

Exhibitors

Youth Attendee Age

Youth Attendee Age Distribution % in 2024 and 2025

The festival attracts families with younger children in early elementary (aged 5-9) while including participation across all ages.



Key Learning Outcomes

The event very much or extremely sparked wonder and curiosity about science, technology, engineering, and mathematics

2024

Attendees

87%

Student Volunteers

73%

2025

Attendees

89%

Student Volunteers

72%

As a result of the event, interest increased for science, technology, engineering, and mathematics.

2024

Attendees

86%

Student Volunteers

85%

2025

Attendees

91%

Student Volunteers

71%





Becoming an Exhibitor

Who Can Be an Exhibitor?

- Individuals and teams passionate about education and eager to present engaging activities in science, technology, engineering, and mathematics (STEM).
- Exhibitors include corporations, nonprofits, government agencies, small businesses, schools, clubs, research institutions, and other groups.

What is an Exhibit?

- A **hands-on** STEM activity designed for 4-8th grade students and open to all ages.
- Offers an opportunity to learn something new, spark inspiration, and connect with people who use and love STEM.
- Popular exhibits are interactive, hands-on, and promote open-ended discovery.
- We discourage static information tables, lectures, and dense scientific information.
- No activities that include drugs, alcohol, firearms, or adult themes. Refer to the [UC ANR Principles of Community](#) and the [4-H Code of Conduct](#) for content and exhibitor and volunteer behavior.





Application Steps

01 Assemble a team and activity

1. Start by assembling a reliable team. Managing a full-day event alone can be challenging.
2. Develop an interactive activity that's about 5 minutes long, can serve multiple people at the same time, and uses cost-effective materials.
3. **New Exhibitors must schedule a one-on-one consultation with the Exhibits Coordinator, Lyman Black.**

02 Read the Exhibitor Terms & Conditions

Terms are included in the back of the handbook. Some important items are:

- No food or drink may be distributed (no giveaways of candy or food).
- No private, one-on-one interactions with youth.
- Exhibitors are not allowed to sell anything. Solicitations of donations are not allowed. Exhibitors may offer information (e.g., brochures, sign-up lists)

03 Submit an application

BY JANUARY 25, 2026

Submit at <https://qrco.de/NBSDD26>

1. Provide your contact information, organization description, and a short explanation of your interactive STEM activity.
2. Submit a certificate of insurance for the "2026 North Bay Science Discovery Day" (see instructions later in the handbook).
3. Applications are reviewed for safety and STEM relevance. Accepted exhibitors will receive booth assignments and logistical information closer to the event.



04 Prepare your activities

FEBRUARY

- Purchase supplies
- Train your team
- Print promotional materials. We encourage exhibitors to promote their STEM camps, places, activities, calendars, and educational resources.

05 Help co-promote

FEBRUARY

Promote the festival on your organization's communication networks (email lists, social media, and locations)!

06 Setup

MARCH 6 OR 7, 2026

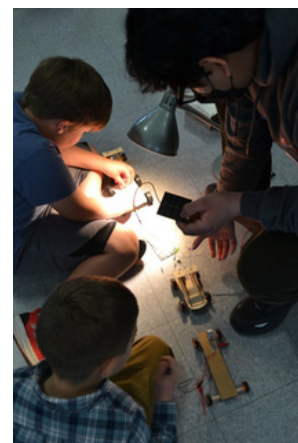
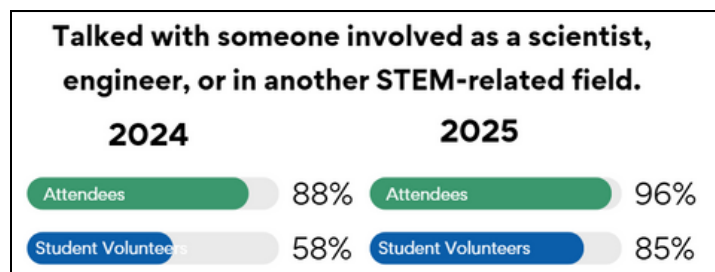
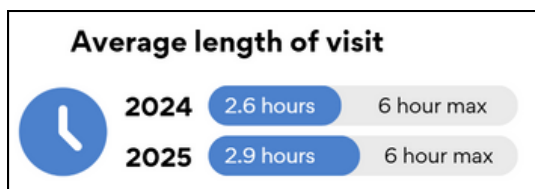
Exhibitors may load-in and setup on:

- Friday from 2:00 - 6:00 p.m.
- Saturday morning 7:00 - 9:30 a.m. – Unloading must be completed and cars parked by 9:30am for pedestrian safety.

07 Engage

MARCH 7, 2026 | 10AM TO 4PM

- Engage 300 to 500 attendees with interactive STEM!
- Complete the exhibitor evaluation form (by hardcopy or digital).
- After 4pm, tear-down and pack up. Vehicles on-site may move again at 4:30pm. Please tidy your space to the condition you found it.



Booth Logistics and Space

You are responsible for creating the content of your booth, providing staff or volunteers to run your activity (we suggest having shifts), supplying any materials required, promoting the booth to your networks and managing your activity on the day.



Booth Size

- 10' x 20' space with 2 tables and 2 chairs
- You may request an outdoor space or a larger space and more tables and chairs.
- Tables are 8' x 30" x 3/4" thick. W
- Electricity and water, as available, and free wifi.



Set-Up

Exhibitors may load-in and setup on:

- Friday from 2:00 - 6:00 p.m.
- Saturday morning 7:00 - 9:30 a.m.



Fees \$0 – Donations welcome

- No fee to become an exhibitor.
- Generous donors have covered all booth fees.
- We welcome and encourage exhibitors to donate to help support the ongoing sustainability of the Science Discovery Day. [Link to sponsorships information.](#)



On-Site Support

- **Building captains** (volunteers) are assigned to each building. They are the first point-of-contact for issues, requests, questions, and support.
- Find building captains wearing a white lab coat and a red "staff" lanyard nametag.



Accessibility

We strive to ensure the event is accessible to all persons, regardless of any physical or mental impairments or disabilities. Keep pathways clear and at least 36 inches wide, provide large-print written instructions, and be ready to give concise verbal guidance.

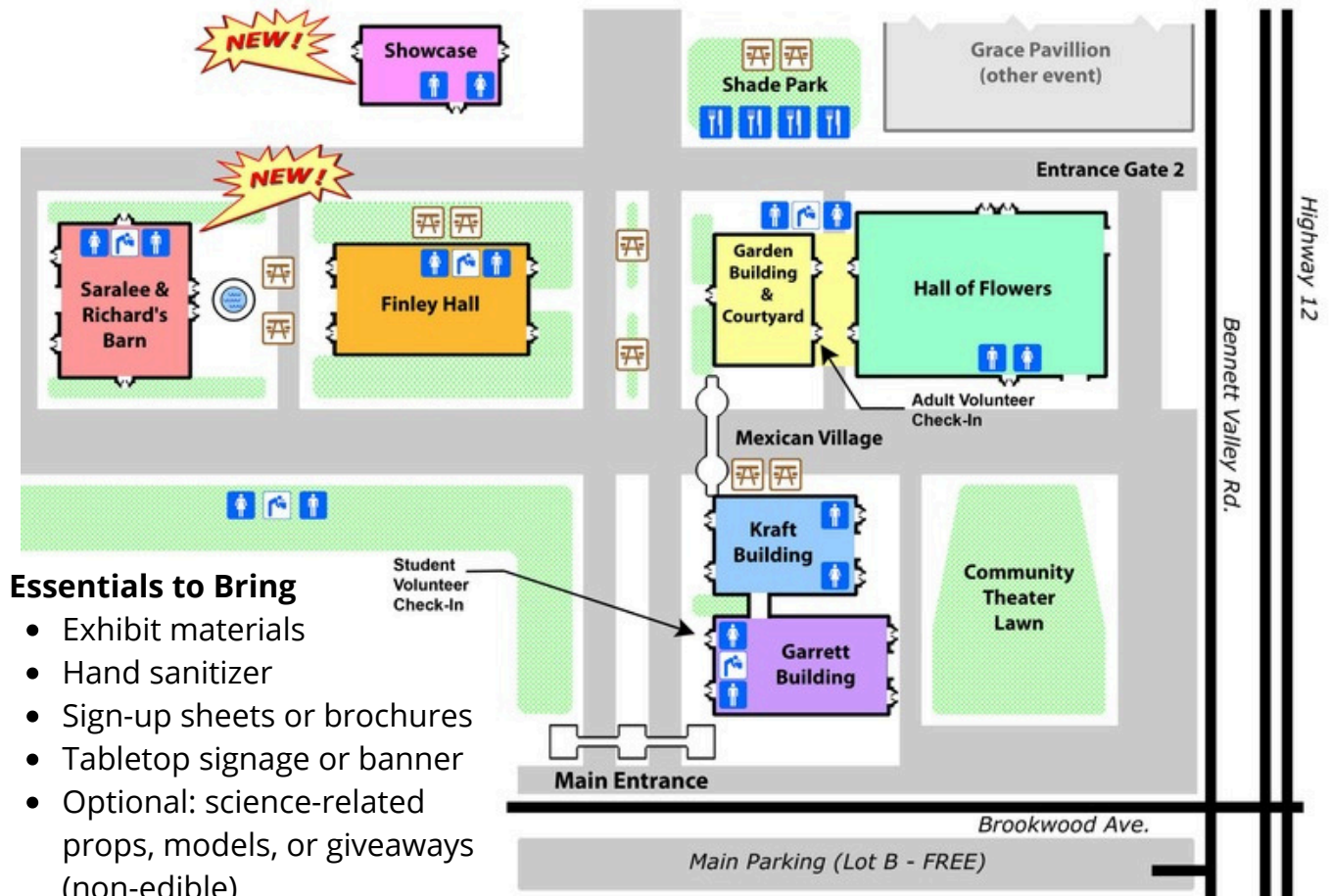


Venue and Map

Exhibit Layout

- Buildings and outdoor areas across the fairgrounds.
- Each building features a mix of STEM disciplines so that families experience a variety of STEM disciplines in each building.

2025 Map (will change in 2026)



Essentials to Bring

- Exhibit materials
- Hand sanitizer
- Sign-up sheets or brochures
- Tabletop signage or banner
- Optional: science-related props, models, or giveaways (non-edible)

Inquiry Question (per activity)

- Exhibitors pose broad, open-ended questions to guide their activities.
- Inquiry questions invite attendees to observe, explore, investigate, and use evidence to discover their own answers.
- Inquiry is at the heart of science: it sparks curiosity, promotes experimentation, and fuels learning in fun, meaningful ways.

Examples

- How do the four forces of flight work together to allow an aircraft to fly?
- How do native plants support climate resilient habitats?
- What can we learn about an animal's lifestyle by looking at its skulls and tracks?
- What can we learn from tree rings?
- How do aquatic macroinvertebrates indicate watershed health?



Best Practices for Science Festivals

Science festivals and expos offer very short engagements (5-10 minutes) with hands-on science activities. Youth and parents will interact with multiple exhibits, typically spending less than 10 minutes at any one exhibit. This format is ideal for nurturing wonder and curiosity through surprise and novelty.

- **Wonder:** A feeling of surprise mingled with admiration caused by something unexpected.
- **Curiosity:** Eagerness and a desire to learn more. Wonder and curiosity are present when you see attendees laughing, asking questions, and continuing to engage with the activity.

[Read the full fact sheet](#)



Have an interactive and hands-on exhibit

Provide a hands-on activity with a link to STEM.

Attendees favor hands-on experiences with real-world objects, engaging in science processes like observing and interpreting data, or engineering tasks such as designing and testing. Stay away from passive methods like lectures.



Pose an inquiry question

Develop and pose an inquiry question to explore.

An inquiry question, or driving question, frames activities in science. Effective ones are open-ended, linked to real science, feasible to explore in under 10 minutes, and meaningful for youth.



Answer a question with a question

Invite young people to construct their own explanations, rather than giving them the answers.

Pause before giving answers. Encouraging young people to construct their own explanations helps promote deeper learning.



Provide prepared prompts to parents

Provide sample questions based on your activity.

Parents play a role in their children's learning. Provide parents with a poster or handout featuring information or prompts to guide these discussions.



Promote interactions with scientists

Have a clearly identified professional scientist or engineer.

Science festival attendees were more satisfied, had more fun, and reported better learning when they interacted with a professional scientist or engineer.





Student Volunteer Coordinator
Michael Roa
mikeroa46@gmail.com

Exhibitor Assistants

High School and College Student Volunteers

- High-school and college volunteers (ages 14+) can support your hands-on activity
- Students help for 4 hours (freeing them for 2 hours of festival exploration)
- Students gain real-world STEM exposure and/or community service credit towards high school graduation requirements
- Exhibitors may request up to 5 students on the online application.
- Opportunities are posted on a first-come, first-served basis. Although outreach is robust, placement is not guaranteed, and sometimes students may not show-up
- Our student volunteer coordinator will confirm *names* and *numbers* of student volunteers signed-up but is unable to share contact information.

Logistical Details

- **Shift length:** 4 hours at your booth, starting at 9:45 a.m. to 4:00 p.m. (2 hour break)
- **Student Check-in at 9:30 a.m. for orientation:** Students report to the Garrett Building volunteer desk, receive a white lab coat and volunteer tag, then proceed to your exhibit by 9:45 a.m.
- **Forms:** Students may bring service-hour forms for you to sign



Student volunteer experience was worthwhile and enjoyable

2024  **83%**

2025  **81%**





Best practices for working with youth volunteers




- **Host a micro-orientation at your booth.** Introduce your mission, safety expectations, and the specific STEM concept behind the activity.
- **Model, then let students lead.** Demonstrate the activity step-by-step, observe their rehearsal, and gradually transition them to primary demonstrators.
- **Use clear, youth-friendly instructions.** Provide a concise job card or laminated cheat-sheet so teens can reference key talking points without jargon.
- **Schedule a mid-shift exploration break.** Allow each student at least 60 minutes to visit other exhibits; breaks reduce fatigue and deepen their own STEM curiosity.
- **Pair or buddy them.** Assign volunteers in teams of two when possible; peer support improves accuracy and reduces anxiety in crowded festival settings.
- **Provide ongoing feedback.** Offer quick affirmations ("Great explanation of the beehive layers!") and gentle coaching when needed.
- **Invite questions and reflection.** Encourage volunteers to ask visitors open-ended questions ("What do you predict will happen if...?") to foster inquiry-based learning.
- **Celebrate their contributions.** Thank students publicly during tear-down and, if feasible, email a short note or certificate afterward.

Promotion and Marketing

Our Promotion Strategy – You’re a Vital Part of It!

We reach more than 10,000 attendees annually thanks to our multi-pronged marketing campaign. On exit surveys, the most common source is online and social media (37%), followed by school outreach (21%), word of mouth (12%), community collaborators (9%), radio (5%), and print/digital news (3%).

Here’s how we promote:

-  **Online + Social Media** (Facebook & Instagram ads, Nextdoor, Constant Contact email newsletters, event listings, and local chambers)
-  **School Outreach** (Peachjar flyers to 50,000+ K-12 families)
-  **Community Collaborators** (Libraries, Children’s Museum, Schulz Museum, Sonoma State, 4-H, Boys and Girls Clubs, YMCA, Sonoma County Transit)
-  **Radio** (Exitos 98.7 / Latino 100.9, Krush 95.9 / Bob FM 96.7, KZST)
-  **Print & Digital News** (Press Democrat, Family Life Magazine)

Please help promote the festival!

Tools for You to Use

Graphics folder includes logos, social banners, flyers, and photos: [Google Drive](#)

Social Media - Follow & cross-tag:

- Instagram: [@northbayscience](#)
- Facebook: [@northbaysciencediscoveryday](#)

Hashtags: #NBSDD #NBSDD2026 #ScienceTogether #STEM

Other Ways to Help Spread the Word

- Add the event to your organization’s calendar or bulletin board
- Include the event in your organization’s newsletter or blog
- Download and print posters to hang in your lobby
- Share flyers via school newsletters, community groups, or email lists
- Forward our [website](#) and event page to friends, teachers, and families

Let’s spark curiosity and bring science to life together!

For questions, contact:

- Jose Villagomez | jose@cmosc.org | (707) 546-4069
- Steven Worker | smworker@ucanr.edu | (415) 761-1020



Exhibitor Insurance Requirements

The Regents of the University of California, the organizing agency for the North Bay Science Discovery Day, requires all exhibitors to provide proof of insurance coverage. This includes a Certificate of Insurance naming The Regents of the University of California, Sonoma County Fair & Exposition Inc., and County of Sonoma, as additional insureds.

This requirement helps protect all parties, including the University, the venue, and exhibitors themselves, from liability in the rare event of injury, property damage, or other unforeseen incidents. By naming these entities as additional insureds, the policy ensures that coverage extends to those involved in organizing and hosting the North Bay Science Discovery Day. It is a standard risk management practice for large public events, especially those held in partnership with public institutions.

We permit waivers to this insurance requirement for special situations. Please contact us to discuss if you have a question. Steven Worker at smworker@ucanr.edu.

General Liability Insurance

- The Certificate of Insurance must include: **“2026 North Bay Science Discovery Day”**.
- Named as additional insured:
 - The Regents of the University of California, Sonoma County Fair and Exposition Inc., and County of Sonoma, their officers, agents and employees shall be endorsed as additional insured for liability, negligent, reckless, or wrongful acts or omissions arising out of the North Bay Science Discovery Day.
 - The insurance provided to the additional insureds shall be primary to, and non-contributory with, any insurance or self-insurance program maintained by them.
- Minimum Levels of Coverage
 - \$1MM Each Occurrence
 - \$2MM Aggregate
 - \$2MM Products Completed Operations
 - \$1MM Personal & Advertising Injury
 - \$100k Fire Damage (any one fire)
 - \$5k Medical Expense (any one person)
- If the exhibitor has animals on display during the event, the policy shall cover injury resulting from both airborne and contact transmission of E. coli bacteria.
- The policy shall cover inter-insured suits between the additional insureds and the Regents of the University of California and shall include a “separation of insureds” or “severability” clause which treats each insured separately.

Automobile Liability Insurance

Automobile liability insurance covering bodily injury and property damage in an amount no less \$1,000,000 combined single limit for each accident. This insurance shall cover owned, hired and non-owned vehicles.

Description of Operations / Locations

Re: 2026 North Bay Science Discovery Day, March 6 and 7, 2026

The Regents of the University of California, County of Sonoma, Sonoma County Fair & Exposition, Inc. their officers, agents and employees are named as the additional insureds per terms and conditions of the written contract.

Certificate Holder

The Regents of the University of California
1111 Franklin Street
Oakland, CA 94607



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	CONTACT NAME:	
	PHONE (A/C, No, Ext):	FAX (A/C, No):
INSURED	E-MAIL ADDRESS:	
	INSURER(S) AFFORDING COVERAGE	
	NAIC #	
	INSURER A:	
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	

Name of Exhibitor Organization

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY					
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR					EACH OCCURRENCE \$ \$1,000,000
						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ \$100,000
						MED EXP (Any one person) \$ \$5,000
						PERSONAL & ADV INJURY \$ \$1,000,000
						GENERAL AGGREGATE \$ \$2,000,000
						PRODUCTS - COMPROP AGG \$ \$2,000,000
						\$
	GEN'L AGGREGATE LIMIT APPLIES PER:					
	<input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC					
	OTHER:					
	AUTOMOBILE LIABILITY					
<input checked="" type="checkbox"/>	ANY AUTO					COMBINED SINGLE LIMIT (Ea accident) \$ \$1,000,000
	OWNED AUTOS ONLY	<input type="checkbox"/> SCHEDULED AUTOS				BODILY INJURY (Per person) \$
	HIRED AUTOS ONLY	<input type="checkbox"/> NON-OWNED AUTOS ONLY				BODILY INJURY (Per accident) \$
						PROPERTY DAMAGE (Per accident) \$
						\$
	UMBRELLA LIAB	<input type="checkbox"/> OCCUR				EACH OCCURRENCE \$
	EXCESS LIAB	<input type="checkbox"/> CLAIMS-MADE				AGGREGATE \$
	DED	RETENTION \$				\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY					
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	<input type="checkbox"/> Y <input type="checkbox"/> N				<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER
	If yes, describe under DESCRIPTION OF OPERATIONS below	N/A				E.L. EACH ACCIDENT \$ \$1,000,000
						E.L. DISEASE - EA EMPLOYEE \$ \$1,000,000
						E.L. DISEASE - POLICY LIMIT \$ \$1,000,000

Each occurrence

Any auto

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Re: 2026 North Bay Science Discovery Day, March 6 and 7, 2026

The Regents of the University of California, County of Sonoma, Sonoma County Fair & Exposition, Inc. their officers, agents and employees are named as the additional insureds per terms and conditions of the written contract.

CERTIFICATE HOLDER

CANCELLATION

The Regents of the University of California
1111 Franklin Street
Oakland, CA 94607

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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Exhibitor Terms and Conditions

The Regents of the University of California, through Cooperative Extension in Sonoma County, serves as the contracting agency for the North Bay Science Discovery Day (NBSDD). These terms and conditions incorporate applicable University of California policies, as well as contractual obligations with the Sonoma County Fair and Exposition, Inc. The event is coordinated by the NBSDD Organizing Committee and Exhibits Coordinator.

A. General Requirements

- Compliance: Exhibitors agree to comply with all applicable federal, state, county, and municipal laws, regulations, and ordinances related to participation in the event.
- Cancellation: The University of California reserves the right to cancel this agreement without liability in the event of circumstances beyond its control, such as natural disasters, pandemics, acts of terrorism, labor disputes, or other unforeseen events.
- Insurance: All exhibitors must provide a Certificate of Insurance naming The Regents of the University of California, Sonoma County Fair & Exposition Inc., and County of Sonoma as additional insureds.

B. Indemnification

THE REGENTS OF THE UNIVERSITY OF CALIFORNIA shall defend, indemnify and hold EXHIBITOR'S ORGANIZATION, its officers, employees, and agents harmless from and against any and all liability, loss, expense (including reasonable attorneys' fees) or claims for injury or damages arising out of the performance of this Agreement but only in proportion to and to the extent such liability, loss, expense, attorneys' fees, or claims for injury or damages are caused by or result from the negligent or intentional acts or omissions of THE REGENTS OF THE UNIVERSITY OF CALIFORNIA, its officers, agents or employees.

EXHIBITOR'S ORGANIZATION shall defend, indemnify and hold THE REGENTS OF THE UNIVERSITY OF CALIFORNIA, its officers, employees and agents harmless from and against any and all liability, loss, expense (including reasonable attorneys' fees), or claims for injury or damages arising out of the performance of this Agreement but only in proportion to and to the extent such liability, loss, expense, attorneys' fees, or claims for injury or damages are caused by or result from the negligent or intentional acts or omissions of EXHIBITOR'S ORGANIZATION, its officers, agents or employees.

C. Exhibitor Conduct and Safety

- Exhibitors shall treat all participants with respect and shall not engage in discrimination, harassment, or retaliation.
- Alcohol, illegal substances, and threatening or abusive behavior are prohibited.
- Exhibitors must follow the UC ANR Principles of Community and 4-H Code of Conduct.
- Private, one-on-one interactions with youth are prohibited unless approved by a parent/guardian or required in an emergency.

D. Exhibit Content and Operation

- Exhibits must provide interactive, hands-on STEM activities suitable for a family audience.
- All activities must be pre-approved by the NBSDD Organizing Committee. Major changes must be submitted for approval at least three (3) days before the event.
- Each exhibit must be staffed at all times during public hours (10:00 a.m. to 4:00 p.m.).
- No sales, solicitations, or distribution of food or candy is allowed unless approved in writing.
- Exhibit content must respect copyright and intellectual property laws.
- Exhibit spaces are non-transferable and may not be subcontracted.
- Activities involving drugs, alcohol, firearms, or adult themes are prohibited.



Terms and Conditions Continued

E. Facility and Setup Guidelines

- Setup begins at 7:00 a.m. on Saturday; otherwise setup takes place Friday 2:00-6:00pm.
- Exhibits must be fully operational by 9:30 a.m.
- Takedown begins no earlier than 4:00 p.m. and must be completed by 6:00 p.m.

Facility Rules:

- Pets are not permitted. Only ADA-certified service animals or pre-approved exhibit animals are allowed.
- Existing signage must not be covered, altered, or used for display purposes.
- Helium balloons, glitter, and confetti are not permitted.
- Exit signs and doors must remain unobstructed. Six feet of clearance is required.
- Electrical equipment must comply with safety codes and may be inspected.
- Smoking and vaping are prohibited anywhere on the grounds.
- Bags and personal items may be inspected by security at any time.
- Compliance: All decorations, structures, and exhibit materials must meet fire safety requirements, including flame resistance standards, as outlined in the California Fire Code. Compliance is enforced by the Santa Rosa Fire Department. All electrical appliances or devices must comply with applicable local fire and electrical safety codes. Exhibitors must confirm compliance with the Uniform Fire Code and may be subject to inspection by local fire officials.
- Fire Marshal Inspection: All exhibits are subject to inspection by a designated Fire Marshal for compliance with applicable fire safety regulations.

F. Waste Management and Sustainability

- Exhibitors must dispose of all waste in designated receptacles.
- Cardboard must be broken down and kept out of public view.
- Crates and large packing materials must be removed before gates open.
- Liquid waste must not be poured into drains or onto the ground.
- Exhibitors are encouraged to use zero-waste principles, such as minimizing single-use materials and reusing or recycling supplies.

G. Media and Promotion

The University of California reserves the right to photograph, record, and publish images and footage for promotional or educational purposes. Participation implies consent to be included in such media.



**THIS EVENT IS BEING
PHOTOGRAPHED AND RECORDED
FOR EDUCATIONAL OR
PROMOTIONAL USE BY THE
UNIVERSITY OF CALIFORNIA.**

**CONTACT THE PLANNING TEAM FOR MORE
INFORMATION: INFO@NORTHBAYSCIENCE.ORG**





Nondiscrimination Statement

In accordance with all applicable state and federal laws and University policy, the University of California, Agriculture and Natural Resources, does not discriminate on the basis of race, color, national origin, religion, sex, gender identity, pregnancy (including pregnancy, childbirth, and medical conditions related to pregnancy or childbirth), physical or mental disability, age, medical condition (cancer related or genetic characteristics), ancestry, marital status, citizenship, sexual orientation, or service in the uniformed services (includes membership, application for membership, performance of service, application for service, or obligation for service in the uniformed services), status as a Vietnam-era veteran or special disabled veteran. As required by Title IX, the University of California, Agriculture and Natural Resources, does not discriminate on the basis of sex in its educational programs, admissions, employment, or other activities.

UC Cooperative Extension program or activity conducted or funded by the U.S. Department of Agriculture (USDA) must comply with all applicable USDA guidance and requirements.

Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotope, American Sign Language, etc.) should contact the UC ANR Office of Civil Rights, contacts: EEO Representative David White at 530-786-0206 or email: dewhite@ucanr.edu, or Interim Civil Rights Compliance Officer Tina Jordan at 530-750-1280 or email: tljordan@ucanr.edu. Individuals may also contact USDA through the Telecommunications Relay Service at 711 (voice and TTY). Upon request, program information may be made available in languages other than English.

To file a program discrimination complaint, complete the USDA Program Discrimination Complaint Form, AD-3027, found online at [How to File a Program Discrimination Complaint](https://www.usda.gov/program-discrimination-complaint) and at any USDA office or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by: (1) mail: U.S. Department of Agriculture, Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW, Mail Stop 9410, Washington, D.C. 20250-9410; (2) fax: (202) 690-7442; or (3) email: program.intake@usda.gov.

Alternatively, a program discrimination complaint may be filed with the UC Harassment & Discrimination Assistance and Prevention Program (HDAPP) by email at hdapp@ucdavis.edu or via phone at 530-304-3864. Individuals can also contact the UC ANR Title IX Coordinator Wendi Delmendo at wjdelmendo@ucdavis.edu or via phone at (530) 752-9466.

