



Hello,

The City of Oxnard's annual Earth Day Festival will be held **Saturday, April 10, 2010**, at Plaza Park in downtown Oxnard. This popular community event promotes environmental education and awareness in a fun and festive atmosphere. This year's festival will feature live entertainment, food, children's activities and booths from several local nonprofit agencies and community service organizations.

We hope your organization will consider joining us as an Earth Day Exhibitor. It's a wonderful opportunity to host a booth with information on your programs and services. There is no charge for a nonprofit or community service organization booth. However, it is important to note that this event is intended for the purpose of enhancing community awareness and involvement in environmentally conscious activities. It is not for the purpose of promoting political, religious, or controversial messages. Participating exhibitors are asked to comply with the attached guidelines.

Enclosed please find an exhibitor application and release of liability waiver forms. Please provide an e-mail address with your application so we may contact you to confirm your participation. Waiver forms must also be provided for each person working at your booth. For anyone under the age of 18, please have a parent or guardian complete the Minor Waiver Form. Please submit your completed application and waiver forms by **February 22, 2010**.

For additional copies of waiver forms or questions, please call (805) 385-7928 or e-mail Trish.Honigsberg@ci.oxnard.ca.us. We would also appreciate any referrals of other potential exhibitors.

Finally, we would be happy to provide you Earth Day 2010 flyers and posters so you can help publicize the event. I look forward to receiving your application. Happy Earth Day!

Sincerely,

A handwritten signature in black ink that reads 'Trish Honigsberg'.

Trish Honigsberg
City of Oxnard, Communication and Public Information Office
Enclosures