



Please complete and mail to:

*N.C. Wildlife Resources Commission
Attn: Mobile Aquarium
7489 Old Raeford Road
Fayetteville, NC 28304
Phone: 910.868.5003
Fax: 910.868.2658*



1. What is the name of this event?
2. When is the event scheduled to begin and end (dates & times)? For multiple-day events, please give daily opening and closing times for each day.
3. Where will the event be located, please specify county also?
4. What is the purpose of this event?
5. Please describe the format of this event. Will it be a Fair-like style (people walk up when interested) or a Presentation style (kids are rotated between stations) – how long for each group.
6. Who is sponsoring the event?
7. For morning events or multiple-day events, travel time may require the Commission to transport the aquarium to your event site one day **prior** to your event (depending on your location). Once the aquarium is onsite, you must secure it inside a facility overnight or you must provide overnight security if it is in an outdoor setting. Describe your security arrangements.
8. Do you have appropriate electrical hook-ups? (aquarium needs two 110-volt, 20-amp outlets on SEPARATE circuit breakers at all times, including when it is stored overnight)
9. Do you have a level parking site for the mobile aquarium?

10. Will the Wildlife Resources Commission be able to leave the aquarium trailer attached to the truck, or will space constraints require us to detach the truck?
11. Is there a registration fee for event attendees? If fees are involved, who is benefiting from event revenues?
12. How many people do you expect for the event? (The Wildlife Resources Commission prefers a minimum of 200 attendees at events involving the mobile aquarium.)
13. Are presenter fees (parking, admittance, booth space, electrical outlets, tables, chairs, etc.) waived for Commission employees staffing your event?
14. For all-day events, will meals be provided, or should Commission employees make their own meal arrangements?
15. Please provide your contact information (name, job title, phone, e-mail & mailing address). Please also provide an “off hours” contact number (will only be used for emergency matters)
16. Please describe what your inclement weather (Rain, Snow, Hurricane) policy is? i.e. Will the event continue or will it be cancelled if it rains?
17. Have you applied for the Mobile Aquarium in the past? If so, how many times have you applied for this event and been successful, and how many times have you been declined for this event. (Please list which years that you have applied)
18. Please provide detailed directions (street names, landmarks, driving distances, etc.) to your event, assuming an individual is driving from Fayetteville.