

KIDS EXPO TAHOE



A Free Outdoor Event

10:00 AM - 2:00 PM
Saturday, May 30th, 2026
Lake Tahoe Community
College

Quality Child Care Matters

Kids Expo Tahoe is a free non-profit event presented by Catalyst Community, your local Child Care Resource & Referral agency and supported by community sponsors. Families with children can enjoy a day of outdoor activities, performances, and become familiar with community resources.

Looking for Sponsors - We welcome all sponsors who have an interest in supporting children and families. Catalyst Community does not receive any funding for this event so we appreciate all donations. Any donations can be made at www.catalystcomm.org/donate/. A variety of sponsorship levels are available with benefits and opportunities for recognition. Sponsors should contact us by **April 1st**, so flyers and advertising can appropriately recognize your support.

Vendors - Any program that provides education, services, or resources for children and families in El Dorado County or Alpine County is eligible to participate. This includes Early Education programs, agencies, recreation organizations, clubs, and non-profits. Product sales may be allowed at the discretion of Catalyst Community and must be child/ family related. See the registration form for fees, information, and deadlines.

Registration - To be a sponsor or register to participate in the event, please submit pages 6-8 of this packet by **April 17th**. You will be sent a confirmation packet with set up instructions approximately 2 weeks before the event.

Questions - Please contact our Kids Expo Tahoe Coordinator, Sarah Abram
Phone: (530) 541-5848
E-mail: sabram@catalystcomm.org
Office Hours: Monday - Thursday, 8:30am - 4:00pm | Friday, 8:30am - 12:30pm.

Join us for this important opportunity to connect families with resources and services and enjoy a fun family day.

Mission: We believe in providing responsive services for communities, families, & children.

Kids Expo Tahoe Sponsorship Opportunities

Kids Expo Tahoe is made possible by generous donations from sponsors. Each year, Catalyst Community seeks sponsors to support the costs of hosting a free community event. We want to give each family the opportunity to learn about the valuable resources in our community while having fun together. Please consider being a Kids Expo Tahoe sponsor or give this information to an organization who might be interested.

Friends Sponsor

\$100

- Priority Parking
- Sponsorship funds go directly towards Kids Expo Tahoe activities
- Recognition in event program guide
- Highlighted on group sponsor social media post prior to event

Sponsor

\$200

- Priority Parking
- Sponsorship funds go directly towards Kids Expo Tahoe activities
- Recognition in event program guide
- Highlighted on sponsor group social media post prior to event
- **Logo featured on widely distributed event materials**
- **Sponsorship plaque provided**
- **Recognition on the the Catalyst Community Website**

Major Sponsor

\$300+

- Priority Parking
- Sponsorship funds go directly towards Kids Expo Tahoe activities
- Prominently featured in event program guide
- Social Media "Meet the Sponsor" highlight post
- Logo featured on widely distributed event materials
- Sponsorship plaque provided
- Recognition on the the Catalyst Community Website
- **Logo banner displayed on stage (Up to 8ft, provided by sponsor)**
- **Table and two chairs provided**
- **Full 1 minute announcement of services by the DJ during the event**

Kids Expo Tahoe 2026 Vendor Policies

Participation

- All vendors must represent a child or family related agency or organization. Selling of child/family related products at the event must be approved. Catalyst Community reserves the right to deny participation to groups who do not represent the theme or philosophy of this event.
- Participation will be limited to organizations in El Dorado County and Alpine County unless there is no local business offering similar services participating in the event.
- All spaces are on a first come, first serve, paid basis. A space is reserved when we receive your completed registration form and registration fee (if applicable). There is no refund if you are unable to participate.
- A confirmation letter with set up and parking information will be distributed three weeks prior to the event.
- All participants must refrain from any exhibits which include religious or political endorsements.
- All vendors are required to provide a hands-on activity that is appropriate for children ages 2-10 years. Food vendors are exempt from the activity requirement. Expect approximately **300** children. (see included page for ideas)
- Liability insurance certificates are required for certain activities (Due by April 15)
- Giveaways are allowed but do not satisfy the requirement for a hands-on activity.
- Each vendor must supply their own signage for visibility at booth.

Health & Safety

- All children must be treated appropriately and with respect.
- Children must be accompanied by an adult at all times. The information booth will house lost & found, and will be at the Catalyst Community booth. All booth volunteers should know this information.
- **No candy giveaways or use of candy for activities.** (This event promotes health & wellness.)
- Balloons on strings will not be allowed to be distributed for this event
- No smoking or alcoholic beverages are permitted throughout the duration of the event.
- Pets must be leashed and well behaved
- Those organizations distributing food should provide some healthy food choices and may be required to obtain a health permit through Environmental Management - (530) 621-5300.

Set-Up: Saturday 8:30 am-9:30 am

All unloading must be completed by 9:30 am and cars parked in designated parking areas. No vehicles may be parked in exhibit areas during the event.

Outdoor spaces will be approximately 12'x 12'. Vendors must provide their own canopy, tent weights and any other provisions necessary for weather protection. This is a rain, shine, or wind event. Please come prepared. Electricity and water are available but not in all spaces. Please indicate the need for electricity or water on the registration form so you can be placed appropriately. You must provide your own 3 prong, 12 gauge extension cord.

Clean-Up - No tear down of booths prior to 2:00 pm - even if you run out of materials. Tear down begins at 2:00 pm. Early tear down is unsafe and may result in denial of participation at future events. Remove all items. Any items left will be discarded and any clean-up fee assessed will be the responsibility of the vendor.

Kids Expo Tahoe 2026 Guidelines

1. Literature on display **shall be** limited to "reasonable" quantities.
2. Aisles and Exits **shall be** maintained clean, clear and free of obstructions.
3. Electrical extension cords shall be approved three wire grounded type capable of carrying the intended ampacity of the combined appliances and **shall not be** affixed to structures; extend through walls, ceilings, floors, under doors or floor coverings; or be subject to environmental or physical damage.
4. **Smoking is prohibited**
5. Vendors shall maintain their respective areas clean of combustible rubbish.

Any problems or violations **shall be** corrected immediately. Non-compliance **shall be** grounds for possible citation and/or removal. The show or exhibit manager may be notified to assist in obtaining compliance. Fire and life safety **shall be** the basis for any alternatives in conformity with applicable laws and ordinances.

Hands-On Interactive Booth Activities

Vendors for Kids Expo Tahoe are required to provide an age-appropriate hands-on activity. This gives families a fun and educational experience while giving vendors an opportunity to offer information about their programs or services. Plan for approximately **300** children.

Tips for Success

- Be creative. The more interactive and open-ended your activity the more children and families will be drawn to your booth. Coloring pages generate the least interest and are not developmentally appropriate for young children so please avoid their use. Giving away free or promotional items is allowed, but is not a substitute for an interactive activity.
- Plan for at least 2-4 children to be able to participate in your booth at one time. Lines will be long if only one child at a time can participate.
- An effective marketing strategy is to have your activity related to who you are or what you do.
- If you need ideas or have questions about booth activities, please call **Cristal at (530) 541-5848** or email **cgomez@catalystcomm.org**.

Ideas

Dramatic Play

- Car or train tracks
- Blocks or building
- Costume dress-up
- Puppets
- Plastic Animals in a setting
- Small Worlds - a miniature play scene with small figurines and art objects - smallworldtoys.com/

Science

- Planting
- Color mixing or Kaleidoscopes
- Tornado bottles
- Ocean motion bottles
- Magnifying glasses to look at interesting objects
- Magnets



Motor Coordination

- Puzzles
- Matching games
- Fishing games
- Stringing necklaces
- Golf tee hammering in styrofoam
- Pegboards
- Lacing
- Nesting Cups

Physical

- Obstacle course
- Balance beam
- Tossing bean bags or soft balls
- Ring toss
- Rolling balls down plastic gutters or cardboard tubes
- Dancing
- Parachutes

Sensory

- Playdough
- Magic Touch Bags
- Sand play
- Flubber or Gak
- Bubbles
- Ice Blocks w/rock salt & food coloring or liquid water color



Art

- Stamping
- Sticker art
- Colored tape collage
- Water color painting
- Chalk art
- Crayon rubbing
- Tracing stencils or objects
- Cut paper designs
- Wet felt pens
- Sensory Play Tables or bins for scooping, filling, dumping, and pouring

Kids Expo Tahoe 2026 Registration Form

Organization Name: _____

Organization Representative: _____ Day of Event Contact: _____

Organization Website: _____

Mailing Address: _____ City State Zip

Phone #(Day of Event): _____ Email: _____

Name of hands-on activity: _____

Some activities may require a certificate of insurance due by April 15th

We will be publishing a program that includes your organization's contact information. Please check the boxes above indicating what contact information you would like included in the program.

Sponsorship Levels

Please see page 2 for sponsorship level information

Friends Sponsor (\$100) Sponsor (\$200) Major Sponsor (\$300+)

- **Electricity** - Limited spots available. You must provide your own 3 prong, 12 gauge extension cord. Priority will be given to those who respond first
- **Water Access**- Limited spots available - Priority will be given to those who respond first
- **Tables and Chairs**- Tables are provided for Major Sponsors only. If you are not a Major Sponsor you must bring your own table. Chairs will be provided for all vendors.

I have read all Kids Expo Tahoe Policy and fully agree to follow all policies and regulations.

I understand that this is a rain or shine event and no refunds are available.

A space will be reserved when registration and payment (if applicable) is received.

Signature: _____ Date: _____

Checks payable to Catalyst Community may be mailed or delivered to:

Catalyst Community, 870 Emerald Bay Road, Suite 400/401 South Lake Tahoe, CA 96150

Office use only

Received by: _____ Date: _____

Check#: _____

Volunteer Release and Waiver of Liability Form

This Release and Waiver of Liability (the “release”) executed on ____ (date) by _____ (“Volunteer”) releases Catalyst Family Inc., a nonprofit corporation organized and existing under the laws of the State of California and each of its directors, officers, employees, and agents. The Volunteer desires to provide volunteer services for Catalyst Family Inc. and engage in activities related to serving as a volunteer.

Volunteer understands that the scope of Volunteer’s relationship with Catalyst Family, Inc. is limited to a volunteer position and that no compensation is expected in return for services provided by Volunteer; that Catalyst Family Inc. will not provide any benefits traditionally associated with employment to Volunteer; and that Volunteer is responsible for his/her own insurance coverage in the event of personal injury or illness as a result of Volunteer’s services to Catalyst Family Inc.

1. Waiver and Release: I, the Volunteer, release and forever discharge and hold harmless Catalyst Family Inc. and its successors and assigns from any and all liability, claims, and demands of whatever kind of nature, either in law or in equity, which arise or may hereafter arise from the services I provide to CATALYST FAMILY INC.. I understand and acknowledge that this Release discharges CATALYST FAMILY INC. from any liability or claim that I may have against CATALYST FAMILY INC. with respect to bodily injury, personal injury, illness, death, or property damage that may result from the services I provide to CATALYST FAMILY INC. or occurring while I am providing volunteer services.

2. Insurance: Further I understand that CATALYST FAMILY INC. does not assume any responsibility for or obligation to provide me with financial or other assistance, including but not limited to medical, health, or disability benefits or insurance. I expressly waive any such claim for compensation or liability on the part of CATALYST FAMILY INC. beyond what may be offered freely by CATALYST FAMILY INC. in the event of injury or medical expenses incurred by me.

3. Medical Treatment: I hereby Release and forever discharge CATALYST FAMILY INC. from any claim whatsoever which arises or may hereafter arise on account of any first-aid treatment or other medical services rendered in connection with an emergency during my tenure as a volunteer with CATALYST FAMILY INC..

4. Assumption of Risk: I understand that the services I provide to CATALYST FAMILY INC. may include activities that may be hazardous to me including, but not limited to exposure to infectious organisms. As a volunteer, I hereby expressly assume risk of injury or harm from these activities and Release CATALYST FAMILY INC. from all liability.

5. Other: As a volunteer, I expressly agree that this Release is intended to be as broad and

inclusive as permitted by the laws of the State of California and that this Release shall be governed by and interpreted in accordance with the laws of the State of California. I agree that in the event that any clause or provision of this Release is deemed invalid, the enforceability of the remaining provisions of this Release shall not be affected.

By signing below, I express my understanding and intent to enter into this Release and Waiver of Liability willingly and voluntarily.

Signature (Or parent/guardian if under 18)

Date

Printed Name