

# **Community Pet Expo**

## ***Adoption Agencies and Business Partners***

For our Community Pet Expo our goals are simple. We want to create excitement around pet adoptions and interact with the local business community. FCHS created this event to help pets find homes, to support local rescue groups, promote local businesses, and provide entertainment.

Thank you for being a part of our second annual Community Pet Expo! We are excited to have you with us and have the opportunity to find loving homes for adoptable pets and create new awareness for local businesses. We are pleased to showcase the many businesses that create products and offer services that enhance the lives of community citizens and their pets.

**Who: Hosted by Franklin County Humane Society**

**What: Community Pet Expo, a pet adoption event, fundraiser for animal rescue groups, and sales/demonstration opportunities for businesses**

**Where: Washington, MO Fairground**

**When: Saturday, June 17 from 10am-3pm (set up can start at 8am on June 17)**

Items you will need:

- Tables
- Table linens or covers
- Any signage or collateral material you would like to distribute
- Items to hang your signs (ex. zip ties, tape, etc.)
- We encourage you to use the Community Pet Expo not only as a chance to find pets a forever home, but also as a fundraising opportunity! Rescues and local businesses are welcome to sell merchandise or services, but please make sure to have a safe place to keep your collected money.

## ***Additional Event Details***

### ***Can you adopt animals the day of the event and take them home?***

Yes, day of adoptions are permitted. It is at the discretion of each agency if they would like to have on-site adoptions. If you choose to do day of adoptions, there is a set of waivers from Franklin County Humane Society that will need to be signed, and all of Franklin County Humane Society's policies must be followed. **There has to be at least 1 handler for every 2 dogs/cats and no more than 5-6 dogs and 6-8 cats. Cats are required to be in crates.**

### ***Can you sell items from your booths?***

Yes, all adoption agencies and businesses will be permitted to sell items. Only certain businesses and organizations will be permitted to sell food and beverages.

### ***Will there be a vet on-site?***

Yes, we will have a vet on-site to help any animal in need and to answer questions.

### ***When can we start setting up?***

Adoption agencies and businesses can start setting up at 8am. The event will start promptly at 10am. **All vehicles must be out of the main event areas by 9:45am.**

### ***Is the event indoors or outdoors?***

This event will be outdoors, but there are three pavilions. We will have rescues in a pavilion under shade and out of the weather.

### ***When will we get a copy of the event map?***

We will email a copy of the event map to you by June 12. The map will also be available on our website on June 12 ([www.fchsmo.org](http://www.fchsmo.org)).

# Community Pet Expo

## *Adoption Partner Information Sheet*

Name of Agency	
On-Site Contact Name	
Contact Phone #	
Do you plan on doing on-site adoptions?	YES NO
How many pets do you plan on bringing to the event? There has to be at least 1 handler for every 2 dogs/cats and no more than 5-6 dogs and 6-8 cats. Cats must be in crates.	
Briefly describe your adoption process	
Do you require electric on site?	YES NO
If so, how many outlets will you need?	
What will you be plugging in?	
Are there any special needs/requests/items that we need to be aware of?	

Please return to Melissa Beste, [melissa@fchsmo.org](mailto:melissa@fchsmo.org) or by mail to  
Melissa Beste: 1222 West Main Street, Union, MO, 63084