



UNDERGRADUATE ORIENTATION ACTIVITIES FAIR REGISTRATION

The Fair will be held on Thursday, September 10, 2009 from 7-10 PM
in the Olney-Margolies Athletic Center (OMAC).

First-years ONLY will be invited starting at 7 PM; returning students will be invited to attend starting at 8 PM.

GENERAL INFORMATION

1. Groups can check-in and begin setting up starting at 6 PM.
2. Space allocation at the Fair is one 6-foot table and 2 chairs. Groups cannot request additional tables. The only exception is UCS (2 tables).
3. Approximately 250 organizations can be accommodated.
4. There will be sign standards available - first come, first served. Sign standards are 7 foot high wooden poles to which you can staple your own signs. No more than 2 standards per group - groups are encouraged to share with their neighbors.
5. Once again this year, there will not be a main stage performance area. If you expect to do demonstrations, please indicate that in your request, and we will try to assign you a table with space behind for such activities.
6. The OMAC is large and cavernous and several thousand guests are expected. Noise is always an issue. Groups are asked to plan appropriately and keep activities with significant noise levels to an absolute minimum.
7. Groups will be grouped at the Fair according to the Group Type assigned to your group in [myGroups](#). To find your group type, log-in to myGroups and go to the Organizations tab. Under Select Organization, expand the Browse Organization Tree for the list of group types. Please e-mail June_Drinkwater AT Brown if you have questions about the accuracy of the group type assigned to your group in myGroups.
8. All groups are required to clean up their area after the Fair. Any group that does not do so will be charged for the cost of clean-up.

SPECIAL INSTRUCTIONS - Swearer Center, Department of Athletics and Physical Education Groups, and DUGs

- SWEARER CENTER PROGRAMS: Similar to last year, the Swearer Center will be provided 3 tables to share among all of their programs. Please look for information from the Center regarding the Fair or contact Amy Doyle.
- DEPARTMENTAL UNDERGRADUATE GROUPS (DUGs): Similar to last year, a set of tables will be allocated to be shared by all DUGs. DUGs that are interested in participating should submit the registration form below like any other group.
- DEPARTMENT OF ATHLETICS AND PHYSICAL EDUCATION GROUPS (including Club Sports and Intramurals): Athletics will receive a set of tables that are coordinated by Diane Yee.

REGISTRATION INSTRUCTIONS - All Other Groups

1. Priority registration deadline is **August 1, 2009**. Registrations received before that date by student groups recognized by UCS and GSC, Program/Greek Houses, and WBRU and BDH will receive priority.
2. Groups that have not yet been able to request recognition by UCS/GSC but intend to do so in Fall 2009 may request a table. Such requests will be reviewed by UCS or GSC prior to assignment; groups that have been denied recognition in the past and/or for whom recognition is not likely, will be denied.
3. Student groups and programs affiliated with departments registering before August 1 will be accommodated after the above groups.
4. After August 1, registrations will be taken in the order received while space is available.
5. Any registrations received prior to August 1 will receive confirmation on or about August 15, 2009.

If you have questions about this event, please e-mail June_Drinkwater AT Brown.

We look forward to seeing you in September!