



**2008 THURSTON COUNTY COMBINED FUND DRIVE
CHARITY FAIRS**

May 6, 2008

Dear Charity and Federation Representatives:

You are invited to participate in the Tenth Annual Thurston County Combined Fund Drive Charity Fairs in September. Again this year, we are hosting charity fairs in Olympia, Lacey and Tumwater to increase CFD charities' visibility to all state employees in Thurston County. In the past, more than 500 state employees have enjoyed our Thurston County kick-off event on the Capitol Campus. We are confident we will attract the same enthusiasm at all three events this year.

The fairs will be held on the following dates and locations:

Tuesday, September 9, 2008 at the East Capitol Campus in Olympia
Wednesday, September 10, 2008 at the Tumwater Farmers Market in Tumwater
Thursday, September 11, 2008 at Huntamer Park in Lacey

The Charity Fairs will take place from **11:30 am to 1:30 pm** and will be open to all CFD Charities with 80 spaces available at all three fairs. This event is rain or shine, so please plan accordingly if a canopy and/or covering for the 8-foot table will be needed. Canopies will not be provided.

Tables and chairs will be provided at each location and there is a fee of \$15 per event. Please see the attached map and information page on each location.

You are welcome to sign up for one or all the fairs. **The attached registration form and check made payable to CFD must be received or postmarked by Friday, August 29, 2008.** Please register early to reserve your space. If you need additional information, please feel free to email Lamia Murphy, Thurston County Campaign Executive at lamiam@dop.wa.gov.

I look forward to working with you to make this a successful year for your organizations.

Kindest Regards,

Susan Herr
Thurston County CFD, Co-Chair

600 S. Franklin
Mail Stop 47530
Olympia, WA 98504

p: 360-664-1995
f: 360-586-6695

www.cfd.wa.gov



Making a world of difference since 1984

**2008 Thurston County Charity Fair
REGISTRATION**

If you wish to reserve or confirm that space is available, please contact Lamia Murphy, lamiam@dop.wa.gov. Registration form and check made payable to CFD must be received or postmarked by Friday, August 29, 2008.

**Mail to: Combined Fund Drive
Thurston County Charity Fairs
PO Box 47530
Olympia, WA 98501-7530**

(Please print or type)

Organization: _____

Contact Person: _____

Address: _____

City: _____ State: _____ Zip: _____

Telephone number of contact person: _____

Email: _____ Fax: _____

Please check which charity fair(s) you will be attending:

<input type="checkbox"/>	Tuesday, Sept. 9	\$15.00	East Capitol Campus Plaza, Olympia
<input type="checkbox"/>	Wednesday, Sept. 10	\$15.00	Tumwater Farmers Market, Tumwater
<input type="checkbox"/>	Thursday, Sept. 11	\$15.00	Huntamer Park, Lacey
	Total Enclosed	\$	

- Tables & chairs will be provided at each location.
- All three fairs will be held outside, rain or shine (Canopies will not be provided). Table placement will be first come/first served.
- Charities wishing to share a table must register together in order to share the \$15.00 fee.

Questions! Contact:

Lamia Murphy, Thurston County Campaign Executive
(360) 664-6805 or lamiam@dop.wa.gov

Capitol Campus

**East Capital Campus Plaza,
between the Korean War Memorial and the Department of Licensing
(across Capitol Way from Tivoli Fountain).
Tuesday, September 9, 2008
11:30 a.m. to 1:30 p.m.**

Parking: Free parking will be available in a state parking lot. Details on parking and unloading will be provided before the event.

Tables and Assistance: The Thurston County CFD Committee will be supplying **80 tables** and chairs and will be available to assist you in the set-up and clean-up of the event. You may arrive and begin your preparations after 10 a.m. Table placement will be first come/first served.

Rental Fee: A \$15 fee is being charged for table and chair rental and set-up fee. Checks should be made payable to CFD and mailed with the attached registration form by Friday, August 29, 2008.

Rain or Shine Outside Event: Please plan accordingly, if a canopy and/or covering for your 8 foot table will be needed. Canopies will not be provided.

Sweet Treat: To add to the festive feeling of the Capitol Campus Charity Fair, we invite you to bring cookies or candies for the visitors who visit your booth.

Tumwater Farmers Market

**Tumwater Farmers Market, Tumwater
Wednesday, September 10, 2008
11:30 a.m. to 1:30 p.m.**

Parking: Free parking will be available in a state parking lot. Details on parking and unloading will be provided before the event.

Tables and Assistance: The Thurston County CFD Committee will be supplying **40 tables** and chairs and will be available to assist you in the set-up and clean-up of the event. You may arrive and begin your preparations after 10 a.m. Table placement will be first come/first served.

Rental Fee: A \$15 fee is being charged for table and chair rental and set-up fee. Checks should be made payable to CFD and mailed with the attached registration form by Friday, August 29, 2008.

Rain or Shine Outside Event: Please plan accordingly, if a canopy and/or covering for your 8 foot table will be needed. Canopies will not be provided.

Sweet Treat: To add to the festive feeling of the Charity Fair, we invite you to bring cookies or candies for the visitors who visit your booth.

Huntamer Park

**The park is located on the corner of
7th Ave. and Woodland Square Loop in
Downtown Lacey.
Thursday, September 11, 2008
11:30 a.m. to 1:30 p.m.**

Parking: Free parking will be available in a state parking lot. Details on parking and unloading will be provided before the event.

Tables and Assistance: The Thurston County CFD Committee will be supplying **80 tables** and chairs and will be available to assist you in the set-up and clean-up of the event. You may arrive and begin your preparations after 10 a.m. Table placement will be first come/first served.

Rental Fee: A \$15 fee is being charged for table and chair rental and set-up fee. Checks should be made payable to CFD and mailed with the attached registration form by Friday, August 29, 2008.

Rain or Shine Outside Event: Please plan accordingly, if a canopy and/or covering for your 8 foot table will be needed. Canopies will not be provided.

Sweet Treat: To add to the festive feeling of the Charity Fair, we invite you to bring cookies or candies for the visitors who visit your booth.