



NEW BRUNSWICK REGIONAL HERITAGE FAIRS

- Fair Planning Checklist -

Participating Schools

- Project Selection Criteria
- Transportation
- Supply Days
- Parental Media Release

Regional Heritage Fair

- Invite guests (Lieutenant-Governor, Minister, Heritage Fair Alumni Students, etc.)
- Retrieve trophies from schools (from last year)
- Workshops (2 or 3 if possible):
 - Facilitators
 - Supplies
- Judges:
 - Briefing on Awards
 - Pre-workshop for judges (if necessary)
 - Lunch/Refreshments for judges
 - Gifts for judges
- Student Voting Station (if applicable)
- Random Prizes (if applicable)
- Information Package for the Provincial Heritage Fair
- Opening and/or Closing Program:
 - Guest Speaker
- Media Coverage

Set-up:

- Tables
- Chairs
- Sound System
- Stage
- Podium
- Award Trophies and Medals

Other:

Follow-up with the Provincial Coordinator (after the Regional Fair)

- Send Provincial Showcase Student Delegate Information
- Send Young Citizens Student Delegate Information
- Award Information
- Submit Final Report

DEADLINE

**AWARD AND DELEGATE INFORMATION: MAY 24, 2020
FINAL REPORT: JUNE 2, 2020**