

CUBA SCHOOLS WELLNESS CENTER

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To: Cuba School's Health and Wellness Fair Participants

From: Brent Herrera, CSWC Coordinator

Date: May 8, 2007

Re: Directions and Information about Fair

Hello Folks,

Thank you for deciding to participate in our Wellness Center's 1st annual Health and Wellness Fair. We are excited for this event and hope that you find your interaction with our students rewarding and fun. Below is a list of relevant information concerning your participation.

- 1. Directions to Fair:** From I-25 Exit 220 (Town of Bernalillo) take Hwy 550 North to Cuba. In Cuba take a right onto Hwy 126. At 1st "Y" go left onto County Road #13. At 2nd "Y" go right until stop sign. Take a right at stop sign. You should be able to see the outdoor tent on your right hand side. We will have Health Fair signs at Hwy 550 and Hwy 126 as well as at the County Road #13 junction.
- 2. Arrival and Unloading:** Student's will begin to arrive at the Fair between 8:30 and 9:30am. We will provide tables, chairs, and electricity for participants. Participant signs will direct you to one of the 8 different Health Areas you are to set-up in. Once you have unloaded and setup your table you will be directed to participant parking.
- 3. Hospitality Room:** A room in the Wellness Center offering office supplies (foam board, poster board, tape, string, etc) will be available to all participants. Included will be some light snacks and beverages. The Wellness Center's restroom is designated for participant use.
- 4. Health and Wellness Passport:** We have developed a two-sided Health Passport that will be given to students upon arrival and is designed to encourage participation in the 8 different areas of the Health Fair. We are asking that your participant table either hole-punch or place a sticker (both will be provided) on the student's passport when they have gone to your booth or interacted with your display. The student's will then redeem these passports for various incentive items. I have included a copy of this passport so that you are familiar with it.

I hope to meet and see you all tomorrow. Thanks again.

Best Regards,

Brent Herrera