



WashJam 2022

August 18 – 21, 2022 – Fort Steilacoom Park Activity Provider/Vendor Guidelines

Revised 1/24/21

Greetings WashJam Staff Volunteers,
Thank you for volunteering to be a part of the WashJam 2022 Staff. The following information will help you prepare for your role in WashJam, and ensure you are in the right place at the right time.

Activity Providers/Vendors/Event Staff

Non-Registered Event Staff includes commercial vendors, and activity providers from organizations who do not wish to participate in the \$30 Staff Meal & T-Shirt plan.

Registered event staff are defined as those who have [registered online](#) and paid the **optional \$30.00 staff fee by midnight, August 1, 2022**. Those who pay the \$30 fee will be provided with meals in the staff dining tent, a WashJam staff T-shirt and a staff patch. **You must have paid the staff registration fee and register online at WashJam.org by Midnight, August 1st to get these items.**

Registered Staff members who pay their fees prior to August 1st will also receive a **25% discount** off the regular prices of WashJam branded gear. Staff members may purchase and receive the branded gear in June - July, 2022, so they may proudly display them during the summer to help promote WashJam.

Staff who register and pay after the August 1st deadline may be provided with meals and patches as long as supplies last, **but no T-shirts**.

If you have not paid your fees yet, please pay online at <https://scoutingevent.com/612-WashJam2022>

Directions:

- From I-5, take Exit 124 to Gravelly Lake Drive.
- Follow Gravelly Lake Drive to the left
- Turn left at Washington Blvd. SW
- In one block, turn right on Interlaaken Dr SW
- Turn Left on 104th St SW
- Turn Right on Hipkins Rd. SW
- Turn Left on Angle Lane SW
- Veer Right on 87th Ave SW
- Turn Left on Dresden Lane SW, and enter the Park

***Pacific Harbors Council Event Refund Policy:** To continue providing quality Scouting programs at affordable pricing, we have instituted the following refund policy for programs offered by the Pacific Harbors Council. 1. All cancellations and/or refund requests must be submitted in writing. 2. Refunds are based on the date the written request is received at the Pacific Harbors Council Office in Tacoma, WA. 3. Requests received 10 business days or more prior to an event will receive a full refund. 4. Requests received from 5 to 9 business days before the event will receive a 50% refund. 5. No refunds are available 4 or fewer business days prior to an event

Event Program/Vendor Setup Times:

Vendors and activity staff volunteers are expected to be on site by Thursday, August 18, 2022 to set up your program areas. If you have minimal setup requirements, you may arrive between 6:00 AM and 7:00 AM on Friday, August 19th to set up your activity or vendor space.

All vehicles must be removed from the program area and all setup activity must be complete no later than **8:00 AM on Friday, August 19th, NO EXCEPTIONS**, unless your vehicle is an integral part of your activity.

- Program dates & times are from 9:00 AM to 5:00 PM on Friday, August 19th and Saturday, August 20th.
- The grounds will be open to set up any time after 10:00 AM on Thursday, August 18th, however setup must be completed by 8:00 AM Friday, August 19th.
- Setup/Teardown will not be allowed between 8:00 AM and 5:30 PM on Friday or Saturday.
- Teardown of the program areas takes place after 5:30 PM on Saturday, August 20th, NO SOONER.

Details about WashJam may be found on the event website: <http://www.WashJam.org>

This map shows the layout of the program area, where you will be located.

<http://www.washjam.org/Documents/WashJamMap2020.jpg>

If you have any questions about program related issues, please contact:

John Ohlson

WashJam 2022 Chairman

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Pacific Harbors Council, BSA

4802 S. 19th St, Tacoma, WA 98405

253-682-2217

www.WashJam.org

Fort Steilacoom Park

8714 87th Ave SW, Lakewood, WA 98498

[Google Maps directions to WashJam](#)