

FRUIT & VEGETABLE COSTUMES AND EXHIBIT BOARD REQUEST APPLICATION

Please supply the following information to request the fruit and vegetable costumes and/or 5 A Day Exhibit Board. Submit your request 4-6 weeks prior to requested date to ensure availability of costumes/board and allow time for the processing of request application.

NOTE: During peak demand periods, time restrictions may be placed on the use of both the costumes and the exhibit board. The number of costumes may also be limited.

Please fax this form to: Mary Kay Face at (803) 545-4921, or call (803) 545-4480, or mail to SC DHEC, Bureau of Community Health and Chronic Disease Prevention, 1777 St. Julian Place, Columbia, SC, 29204. You will receive this form back by Fax or mail indicating the availability/unavailability of the costumes.

DHEC Employee Making Request _____

Individual/Organization (Non-DHEC) Making Request _____

Mailing Address _____

Telephone Number _____

FAX Number _____

E-MAIL _____

Item(s) requested – Costumes and Exhibit Board (Please Circle)

COSTUMES

- | | | |
|-----------------------|----------------------|--------------------|
| Apple costume | Peach costume | Corn costume |
| Cabbage costume | Broccoli costume (2) | Carrot costume (2) |
| String bean costume | Watermelon costume | Strawberry costume |
| Yellow Squash costume | | |

FIVE A DAY EXHIBIT BOARD XXXXX

Date(s) costume(s) and/or exhibit to be used _____

** Date costume(s) and/or exhibit to be picked up from DHEC _____

** Date costume(s) and/or exhibit to be returned to DHEC _____

**** Arrangements for pick-up and return must be made in advance.**

For Administrative Use Only:

The item(s) you requested are available/not available for the date requested. If available, you must pick-up and return all items to DHEC on/by the agreed dates. If an organization outside of DHEC is requesting the costumes the requestor will also receive a Memorandum of Understanding (MOU) to sign and return by FAX or mail to DHEC as soon as possible.

Date Request Received: _____

Date Confirmation and/or MOU Sent: _____