## InfoSoup Library Road Trip Staff Instructions

- Participants begin by picking up a map booklet at any participating InfoSoup library.
- To get their booklets stamped patrons must visit a participating library and do one of the following:
  - Check out an item.
  - Participate in a program or activity.
  - Post a selfie from the library using the hashtag #LibraryRoadTrip on Facebook.
  - Sign up to use a public computer.
- Patrons that are unable to travel can call a participating library and ask the librarian for a book or movie recommendation or ask a question about the library or the community. They will receive a secret code to add to their map. Please remind patrons that only one stamp or code is allowed per patron per library.
  - The secret code at your library location is:
- For every 10 stamps or codes collected, patrons go to an InfoSoup member library and get an entry form for a chance to win prizes.
  - Give the participant an entry form to fill out, use a highlighter or marker to cross off their qualifying 10 entries in the booklet.
  - If the participant is a library staff member, please use the "staff entry form."
  - Collect their completed entry form and place in the provided entry form collection envelope.
  - Patrons may enter up to four times (40 total stamps).
- Winners will be notified using the contact information provided on their entry form.

Maps can be stamped from Memorial Day weekend (May 24, 2024) through Labor Day weekend (September 2, 2024). The prize drawing will occur on September 18, 2024.