

# KETCHIKAN YOUTH ACTIVITY FUNDRAISING PROGRAM AT THE PORT OF KETCHIKAN



## Purpose

The goal of the Youth Activity Fundraising Program at the Port of Ketchikan is to give local youth groups and organizations an opportunity to raise funds by interacting with visitors to Ketchikan at a designated location on the Port of Ketchikan. The program was created by the Ketchikan City Council in 2023 and is outlined in Sec. 13.09.050 of the Ketchikan Municipal Code.

## Eligibility

Applicants must meet ALL of the following eligibility criteria:

- Recognized student groups (grades K-12) and nonprofit organizations for student activities (grades K-12) based in the Ketchikan Gateway Borough.
- Fundraising activities must directly benefit the youth organization or support a legitimate program, community service initiative, or educational purpose.

## Information

The booth will be available June through August (given that there is at least one ship docked at Berths I-III) and each day will have two time slots with a three-hour block, 9:00am to 12:00pm or 12:30pm to 3:30pm. Only one group will be allowed to operate in the booth per scheduled time block, groups may only sign-up for one time block per day and are limited to one time block every two weeks. Groups will have 15 minutes prior to their time slot to set up and 15 minutes after to be fully cleaned up and vacated.

The booth is available FREE of charge but is required to have an advanced on-line reservation with an authorized group.

*This program is made possible & supported by:*



## PERMITTED ACTIVITIES & ITEMS FOR SALE

- Clothing or souvenir items with the organization/ group logo.
- Commercially prepared or pre-packaged foods such as candy bars, snack packs, and bottled beverages (no home-baked or prepared items allowed).
- Sales of handcrafted items or other youth-made products.
- Information showcasing youth organization projects, achievements, or community service initiatives.
- Raffles or other fundraising activities that are approved in advance by the Port Department. It is the responsibility of the organizations' primary contact to ensure that all necessary gaming permits are valid and current for charitable gaming activities.

**FOR MORE  
INFORMATION, DETAILS,  
RULES & TO  
MAKE A RESERVATION  
GO TO:**

[www.ketchikan.gov/ports/  
youthfundraisingbooth](http://www.ketchikan.gov/ports/youthfundraisingbooth)

