

MOBILE VISITOR CENTER ACTIVATION GUIDELINES

The following guidelines outline the criteria for requesting the Mobile Visitor Center (MVC) at events across Kansas.

The MVC gives priority to statewide conventions and out-of-state events but may attend other Kansas-based events that promote tourism.

To qualify for MVC activation, events must meet these criteria:

- Attract a significant number of attendees.
- Provide space in a high-traffic area.
- Ensure a setting conducive to meaningful engagement (e.g., not near loudspeakers).
- Allow for sufficient planning time, ideally a minimum of six months before the event.

Ineligible Events - The MVC does not participate in:

- Events that are political or conflict with the mission of Kansas Tourism.
- Events that are primarily attended by local residents – we are looking for events that will attract visitors from 100+ miles away
- Fundraisers or marketing efforts for schools, libraries, or organizations with a primarily local focus.
- Fundraisers benefiting individuals or families.

Outdoor Events

- Outdoor space should be conducive to weather conditions.
- In cases of adverse weather, the Mobile Visitor Center may be unable to attend unless alternative indoor options are available.
- A minimum space of 10 by 30 feet is required. This is a minimum, more space is optimal.

Indoor Events

- Clearance height must exceed 12 feet
- A minimum space of 10 by 30 feet is required. This is a minimum, more space is optimal.

Additional Requirements

- Access to a 120-volt power outlet is preferred.
- The Mobile Visitor Center should be positioned away from loud music, heavy vehicle traffic, or portable restrooms.

Cancellation Policy

- Kansas Tourism reserves the right to cancel the Mobile Visitors Center attendance in the event of unforeseen circumstances, such as severe weather. Notification will be provided as early as possible.

Additional Requirements

- Access to a 120-volt power outlet is preferred.
- Clearance height must exceed 12 feet.
- A minimum space of 10 by 30 feet is required.
- The MVC should be positioned away from loud music, heavy traffic, or portable restrooms.
- Attendance at multi-day events is not guaranteed.