

October 14, 2022

Dear Library Staff,

Thank you for participating in ***Check Out Wisconsin's State Parks at Your Library*** program. This program is designed to introduce new users to the library system and to Wisconsin State Parks. This partnership project is brought to you by the Wisconsin Association of Public Libraries-A Division of the Wisconsin Library Association, the Wisconsin State Park System at the Wisconsin Department of Natural Resources, Nicolet Federated Library System, Southwest Wisconsin Library System, Wisconsin Department of Public Instruction, and the Friends of Wisconsin State Parks.

Each participating library will receive 50 daily park admission passes and kits before November 1st to distribute to library card holders on the start date. See the complete materials list below. Refer to the program guidelines document and the program resource web page to help you administer the program and answer common questions. We look forward to hearing your feedback on this pilot community outreach partnership project.

Program Dates

- Program promotional kickoff event: October 20, 2022
- Start date: November 1st, 2022
- End date: March 1st, 2023

Program Materials:

- Patron welcome letter
- ***Check Out Wisconsin's State Parks at Your Library*** promotional poster
- Booklet of daily park passes, pass holder cards and envelopes, admission pass business cards
- Patron survey postcard
- Paper gift bags, folders filled with educational and informational materials, Smokey Bear bracelets

Program Resource Web Page <https://www.wisconsinlibraries.org/wi-state-parks-program>

1. DNR welcome letter to participating libraries
2. Program guidelines
3. Barcode display card template
4. ***Check Out Wisconsin's State Parks at Your Library*** promotional poster PDF
5. DNR press release
6. Library staff feedback survey link

Wisconsin Natural Resources Educational Posters for Display (1 of each):

- Forest Trees of Wisconsin
- Sugar Maple (WI State Tree)

Sincerely,

Missy VanLanduyt, Recreation Partnerships, External Relations and Communication Section Chief
Bureau of Parks and Recreation Management

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