

Monaca Fallfest – Vendor Booth Registration
October 20, 2012

VENDOR: _____

CONTACT PERSON: _____

ADDRESS: _____

PHONE: _____ FAX: _____

EMAIL: _____

ITEMS TO BE SOLD: _____

FEE PER SPACE : \$30.00 () \$35.00*() Trailer \$75.00 () – Electricity needed ()
(Check one) *Electricity Needed
Late Fees (After 10/5) \$40.00 () \$45.00*() Trailer \$85.00()

DATE: _____ SIGNED: _____

Each space is 15'x10'. You are responsible for your own table(s), chairs, tent, etc. Vendors will be assigned location numbers between 9th and 12th Streets on Pennsylvania Avenue and will be notified within 5 days of the event. Past vendors will be assigned at or near the same locations as the previous year. **NO SILLY STRING OR SIMILAR PRODUCT IS PERMITTED TO BE SOLD.** There are no refunds unless the event date is changed or cancelled.

Vendors are to set up between 9:00 AM and 11:00 AM on the day of the event. **ENTER PENNSYLVANIA AVENUE FROM 9TH STREET ONLY.** All vehicles must be removed from the street by 9:45 AM. Proceed south to a side street or public lot to park. **DO NOT ENTER PENNSYLVANIA AVENUE FROM ANY SIDE STREET.**

You may begin to sell products immediately after set up. Fallfest begins with the 5K Race through Pennsylvania Avenue at 9:30 AM, Halloween Parade at 11:30 AM and concludes at 5:00 PM.

Submit this form postmarked by October 5 along with a check made payable to “Monaca Fallfest” to:
Laura Rubino
756 Indiana Avenue
Monaca, PA 15061

Please contact Laura Rubino with questions at 724-775-2628 or monacafallfest@ymail.com.

***Electricity is available but limited to 20 amps per booth.** If you require additional power, you may bring a generator to insure enough electricity for your booth. **Be mindful of the number of appliances that can operate off of one outlet (2 plugs).**

Monaca Fallfest Committee

Borough of Monaca

928 Pennsylvania Avenue, Monaca, PA 15061

724-775-9600 ~ www.monacapa.net

July 2012

RE: Fifteenth Annual Monaca Fallfest

Dear Vendor:

The Fifteenth Annual Monaca Fallfest will be held Saturday, October 20, 2012, rain or shine. The event will begin with a 5K race and walk at 9:30 AM on Pennsylvania Avenue finishing at the George Washington Town Plaza. The Halloween Parade will begin at 11:30 AM followed by a car cruise, food, live entertainment, games, amusements, crafts and more until 5:00 PM.

Pennsylvania Avenue will be closed at 8:30 AM from 9th Street to 14th Street to through traffic to allow the vendors to set up and will remain closed until 6:00 PM to permit removal of set ups. **You are directed to enter Pennsylvania Avenue at 9th Street ONLY, unload your items and continue south to a side street or public lot for parking. DO NOT ENTER FROM THE SIDE STREETS.** You may begin setting up at 9:00 AM but please remove your vehicles from the street by 9:45 AM to avoid injury to the 5K runners. Parking is available on side streets and public lots where the meters are bagged.

Enclosed is a registration form. Please be specific in listing the products to be sold to avoid as much duplication as possible. The registration form along with a check made payable to "Monaca Fallfest" are to be submitted no later than **October 5** to Laura Rubino, 756 Indiana Avenue, Monaca, PA 15061.

The sale of Silly String or a similar product is prohibited.

On behalf of the Monaca Fallfest Committee, thank you for your cooperation and support of the Fifteenth Annual Monaca Fallfest. We look forward to seeing you there!

If you have any questions regarding the event, please contact me at 724-775-2628 or at monacafallfest@ymail.com.

Very truly yours,

Laura Rubino
Monaca Fallfest Committee

Enclosure