



2018 Autumn Alive! Fall Festival Community Group Application

October 20, 2018 10AM - 4PM

Raindate: October 27, 2018

Application deadline: October 15, 2018

1. Complete and return the Group Application below with your registration fee of \$35 by mail or in person to Quakertown Alive! 314 W Broad Street, Quakertown, PA 18951.
2. Upon receipt of your reservation and reservation fee, we will send you a confirmation email.
3. As you plan for the day, please consider the following:
 - a. Decorate your booth in the spirit of the event: Autumn in Quakertown! If you want to plan an interactive booth event, may we suggest children's face painting, pumpkin decorating, guessing games or anything else related to our autumn theme.
 - b. Consider creating and bring a Scarecrow to enter in our Scarecrow Contest. (separate application available) The scarecrow can be an advertisement for your organization by depicting the mission of your organization.
 - c. Consider bringing a pop-up tent/canopy and substantial weights. Wind gusts sometimes cause problems with displays. If you requested electricity for your booth and submitted the additional fee, please bring extension cords to connect to power supply.
 - d. Each volunteer representing your organization during the festival should wear an identifying name tag.
 - e. For the comfort of all our visitors, everyone representing your organization will be required to stay within the reserved space. Aggressive soliciting is not permitted.
 - f. Light rain will not cancel the festival. In the event of severe weather, the event will be held the following Saturday, October 27th.
4. Final details about your booth assignment will be provided to you by email to your designated contact person the week of the event. Be sure to check your email.
5. On the day of the event set-up will begin at 7:30am. **Your booth should be ready for visitors by 9:30 am.** The event ends at 4:00 pm. We request that you maintain your booth for the entire event.
6. **Refund Policy/Rain Plans:** The rain date is Saturday, October 27, 2018 from 10 am to 4 pm. If the vendor decides to cancel and does not attend the rain date, even if due to bad weather, the vendor will not receive a refund. In the event both dates need to be cancelled by Quakertown Alive! due to weather, we will refund half the vendor fees upon request by letter and a self-addressed stamped envelope within 30 days. Any monies not requested to be refunded will be considered a donation to the programs of Quakertown Alive!, a 501 (c)(3) non-profit organization.
7. **QUESTIONS:** Contact Quakertown Alive! office: 215-536-2273 or michele@quakertownalive.com
8. Keep this page for your records. Complete the second page and return with your fee too:
Quakertown Alive!
314 West Broad Street
Quakertown, PA 18951

The Autumn Alive! festival is brought to you by Quakertown Alive!, a 501(c)(3) non-profit Main Street® organization dedicated to helping revitalize downtown Quakertown. Quakertown Alive! is a Nationally-Certified Main Street Program
Michele@quakertownalive.com • 215-536-2273 • www.quakertownalive.com



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Community Group Name	
Are you a 501c3 non-profit organization?	Are you a faith-based organization?
Yes or No	Yes or No
Contact Person	Phone Number
Email Address:	
<i>We will communicate with you via email. PLEASE PRINT LEGIBLY.</i>	
Please list your website and any social media sites for publicity purposes.	
Website: _____	
Facebook: _____	
Instagram and/or Twitter: _____	

DISPLAY SPACE - Please circle booth space you wish to reserve	
12' X 12' - \$35	12' X 24' - \$70
[] Please check if you require 120 volt electric service at your space. Extra \$15 fee.	
Payment method: [] check [] cash [] money order [] credit card	
<i>Payment is due before application can be processed and confirmed.</i>	

Return this form with payment to:
Quakertown Alive!
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Quakertown, PA 18951

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