

2019 Lawrence County Annual Festival of Trees
November 29-30, 2019 10:00 am-7:00 pm
Vendor Application



Thank you for your interest in participating in the 2019 Lawrence County Annual Festival of Trees!

This traditional, charitable event, to be held **Friday, November 29, and Saturday, November 30**

has long kick started the holiday season in our area. With a beautiful holiday display, tree and wreath raffle, delectable food, dazzling entertainment, and a great variety of vendors, we anticipate a significant crowd to be in attendance.

Vendor applications will be considered on a first come, first served basis. Your submission of an application ensures you will be considered as a potential vendor, not guaranteed. All vendors must be approved by the LC Festival of Trees Committee. **Vendors must be present for the duration of the event.** To best enable our vendors to have a profitable weekend, all efforts will be made to avoid vendor and/or product duplication when possible.

Once again, this year's event will be held at Neshannock Township School District. Vendors must set up their products and displays on Tuesday, November 26, 2019 from 4:00 – 8:00 pm. There will be no access to the event facility on Wednesday, November 27 or Thursday, November 28. Vendors will be provided a table – 8' rectangle – and two chairs for their displays. Vendors are responsible for the set up (Tuesday) and tear down (Saturday after 7 pm) of their displays.

Vendor Name: _____ **Contact Name:** _____

Address: _____

Email Address: _____ **Phone No.** _____

Please describe and/or list the products you plan to sell, as well as any specific brand names:

Table Request:

Number of 8' Tables **WITHOUT** Power _____ x \$50 each = _____ Total Due

Number of 8' Tables **WITH** Power _____ x \$75 each = _____ Total Due

Please include your payment with application. Payment should be in the form of a check made payable to "Neshannock Township Education Foundation." If we are unable to accommodate you as a vendor at this year's event, your payment will be refunded.

Special Needs or Comments: *While there will be no guaranteed table placements, such as "against a wall" or "extra chairs," we will make every attempt to accommodate the preferences and special needs of our vendors.*

Applications and payment must be submitted to the following address:

Neshannock Township School District, ATTN: Central Office, FOT Vendor

3834 Mitchell Road, New Castle, PA 16105

QUESTIONS? Please call Karen at 724-946-8819 (home) or 724-944-3525 (cell) or email at khouk@ntsd.org