

Ellwood City Let There Be Lights 2018

Friday, November 30th

6:00-8:00 PM

Accepting Arts, Crafts, Food, Direct Sales, Fundraising & Service Organization Vendors

Owner/Seller Name _____

Business Name _____

Address _____

Phone Number _____

Email Address _____

Products to be Sold _____

Electricity Needed? YES NO (ADDITIONAL \$20 FOR ELECTRICITY – Please specify what will be plugged in)

Registration is \$10 for vendors who are members of the Ellwood City Area Chamber of Commerce and service organizations and churches. Registration is FREE to businesses located on Lawrence Avenue between 4th & 6th Streets.¹ For non-member businesses, there is a \$20 vendor application fee. Checks should be made out to: Ellwood City Area Chamber of Commerce. The vendor fee will provide you with a 10' x 10' space. Vendors must provide their own tables, chairs and any other display equipment needed. Electricity will be available on a limited basis. Please note on application if you will need access to electricity. If yes, please bring 100 feet of extension cords with you the day of the event. Limited spaces are available; therefore, they will be filled on a first come, first served basis. Vendors will be placed between 4th & 6th Streets on Lawrence Avenue. **It is the responsibility of the vendor to obtain a \$25 transient permit from the Ellwood City Borough prior to the event². Vendor applications must be submitted by November 16th.**

Let there be Lights will officially begin at 6:00 pm.

By signing this application you agree to the following rules:

- Set up time will be between 4:30 and 5:30 pm
- No vendor will offer merchandise for sale until 6:00 pm.
- All vendors must stay for the entire event (6:00 pm to 8:00 pm)
- All vendors will comply with all local, state and federal regulations concerning health code provisions and licensing
- All vendors must clean up after themselves
- The committee reserves the right to accept or reject any applicant or item(s) offered for sale
- Clean up may begin at 8:00 pm, but no sooner

Signature _____ Date: _____

Return this application form to:
Ellwood City Area Chamber of Commerce
806 Lawrence Avenue
Ellwood City, PA 16117

Contact information:
Email: info@ellwoodchamber.org or scgolmic@gmail.com
Web: www.ellwoodchamber.org
Phone: 412.956.9758 or 724-758-5501

¹Lawrence Avenue Business Owners – please fill out this form if you plan on setting up outside your storefront

²Visit the Ellwood City Borough Police Dept. (525 Lawrence Avenue) to pick up a transient permit form. Call the Borough at 724-758-7777 with questions about the permit.