

ANNUAL NEWVILLE FOUNTAIN FESTIVAL

COMMUNITY SERVICE ORGANIZATION REGISTRATION

Come join Newville Borough for the Annual Fountain Festival to be held on June 16-17, 2023. The Fountain Festival Committee will be sponsoring the craft and antique show portion of the Fountain Festival. Other activities include a street fair with craft and antique vendors, a food court, a baking contest, library book sale, a petting zoo, Kids' Alley, and much more. There will be live entertainment throughout the day. In an effort to support non-profit community service organizations space will be made available at no charge to fund-raise and to disseminate information. **If your organization is interested in participating in this year's Fountain Festival complete and return the attached registration form by May 13, 2023.**

DATE and TIMES: Saturday, June 17, 2023

Set-up: 6:00 a.m. - 8:00 a.m.
Show: 8:00 p.m. - 3:00 p.m.
Clean-up: 3:00 p.m. - 4:30p.m.
Streets re-open at 5:00PM

Community Service Organizations should enter the festival area from West Main Street, to West Street. Please report to the WEMA truck located at the corner of West Street and Glebe Avenue to register. All vehicles entering the set-up area **MUST UNLOAD THEIR VEHICLES IMMEDIATELY AND PROCEED TO THE PARKING AREAS PRIOR TO DISPLAY SET-UP.** The sidewalk directly behind your assigned space may be used to store handouts and display equipment during the set-up period. All vehicles must be off the streets prior to 8:00 a.m. All clean-up must be finished and vehicles off the streets by 4:30 p.m. All debris must be cleaned up and taken from stands. Streets will re-open at 5:00PM.

- **Fountain Festival Committee, Newville Borough, Western Emergency Management Association, its members and officers, shall not be held liable for failure to perform or fulfill its contractual obligations provided such failure is caused, occasioned, or furthered by closures of the site locations due to any cause or causes beyond its control. Fountain Festival Committee, Newville Borough, Western Emergency Management Association, its members and officers, shall not be held liable for damages for the loss or injury caused by products sold or exhibited by vendors. Insurance for such loss shall be the sole responsibility of all vendors at their own cost.**

(cont.)

- **Inclement Weather Policy** - The Festival will proceed as scheduled Rain or Shine with the following condition. In the event that there is severe weather **and** a forecast of daylong rain at set-up time, vendors will be placed in spaces on a first-come, first-serve basis. Vendors will also be allowed to keep one (1) vehicle with them. The Fountain Festival committee will be the sole determiners of this situation. Under no other circumstances will vehicles be allowed within the Festival boundaries.

Exhibitors are required to arrive during the set-up times and have their displays complete, attended and open to the public during the entire hours of the show. No exhibitors are to take down their display/work before the closing of the show. Each exhibitor is responsible for cleaning-up their booth/stand area. **It is strongly recommended that vendors weatherproof their stand in case of high heat or rain. No vehicles will be allowed at site as weather protection. Please note also that PETS are NOT ALLOWED in the festival area.**

We hope that you will join us for our show on June 16-17, 2023. Please do not hesitate to contact us if you should have questions. We look forward to your participation. Thank you.

For more information, please contact: Kathy Lloyd 717-776-5846

**Annual Fountain Festival
Community Service Registration**

Name of Organization: _____

Contact Person: _____

Address: _____

Phone Number: _____

E-mail address: _____

Please include a brief description of what your organization's goals are: _____

Will your organization be fundraising or selling merchandise? _____

Community Service Organization Spaces
Are Free!

Please send completed form to:

1636 Walnut Bottom Road
Newville, PA 17241