

Dear Plumstead Business owner or Community Member:

Plumstead Township is hosting its Annual Tree Lighting, December 4, 2021 (inclement weather date Dec. 5) at Hanusey Park. We would like to invite you to participate as an exhibitor, show-casing your place of business or organization (space is limited and will be assigned on a first contact, first serve basis). There is **no fee to participate**. However, all supplies would be the responsibility of your organization.

We believe we will have approximately 300 people from our community families attending this event. We are hoping with your help we can provide something fun for our community along with our Annual tree lighting.

Here is what would be expected from anyone wanting to participate:

- Place advertisement poster in your place of business, provided by the Township. (if applicable)
- Choose what visitors will do at your table? We hoping to provide the following: (highlights indicate that station has been filled)
 1. Beverage station (coffee, bottled water) hot chocolate-Riegel FCU
 2. Food station (cookies, candy, simple snack)
 3. Craft station (craft packed to take home or something simple that can be completed in less than 5 minutes and is not messy) craft to go-Stars Studio
 4. Ugly Sweater Contest sponsor (help with Ugly sweater registration, selecting a winner and provide prize(s) for winner(s))
 5. Toys for Tots Collection -Spartan Young Marines
- We are not charging you a fee. Your cost will be the cost of supplies for the station you choose to sponsor. We do not want you to sell anything here; however you may hand out coupons and information about your business. Our goal is to get people to meet you and to provide you a venue to showcase what you do, and hopefully provide a chance for community members to shop with you for holiday items later in the year.
- Set up your station at your pre-assigned spot given to you between 5:00 & 5:15. Program begins @ 5:30.
- Break down will be after the Tree lighting and meet and greet with Santa (approx. 7:00)
- There is a rain-date of Sunday, Dec. 5th. However, if it drizzles or flurries, we will still have the event, back up-date is just if we have severe weather.

If you want to exhibit sign up is easy: Contact us before all spots are taken!

plumsteadparks@plumstead.gov

All other inquires, to volunteer or learn about the event itself, contact:

Duane Freed / 215-766-8914 ext.208

Thank you for participating!