

2017



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For more information on PumpkinFest visit: www.MainStreetDayton.org

Trunk Or Treat Letter

Dear Church or Non-profit Organization,

MainStreet Dayton and the PumpkinFest Committee are proud to announce the 12th annual PumpkinFest to be held in historic downtown Dayton, Tennessee. The dates for the festival this year are Friday, October 27th and Saturday, October 28th.

Application deadline is Friday, October 6, 2017.

The Trick-Or-Treating portion of PumpkinFest takes place on Saturday, October 28th from 5:00-7:00 PM. New for the festival this year is the opportunity for local churches and non-profit organizations to join in this fun and safe way for families to celebrate Halloween by promoting your organization and also giving back to the community. Trunk Or Treat participants will be located in the center of Market Street between Main Street and 3rd Avenue. No motorized vehicles will be permitted on Market Street at any time. You will need to park in available public parking off Market Street closest to your assigned space.

All churches and non-profit organizations that participate in Trunk Or Treat will get FREE booth space. All rules and guidelines in the remainder of this letter must be adhered to by all participants.

Booth space will be a 10x10 space located in the center of Market Street. You may set up and decorate your booth space with any or all of the following: tents, tables, chairs, Halloween or fall decorations, costumes, signage, etc. Please note: no motorized vehicles are allowed and no electricity will be provided. You must stay within your allotted area. Participating churches and non-profits may request as many booth spaces as desired. Booth assignments are made by the committee and are FINAL.

All Trunk Or Treat churches and non-profits will be required to supply their own candy and an adequate supply for distribution. Please plan to hand out candy for at least 1,200 children. You also have the option to give away other items such as pencils, stickers, treasure chest-type toys, other treats, etc. All items other than candy must be noted on your application and require committee approval. No activities or games will be permitted in an effort to keep the line of trick-or-treaters moving.

Application must be postmarked or received in the office no later than Friday, Oct. 6th. Space is limited so please do not wait to submit your application.

This is an outdoor event, so please prepare accordingly. The festival and MainStreet Dayton will not be held responsible for any decorations or items lost or damaged due to weather.

Set up will begin at 2:30 PM on Saturday, October 28th. All participating churches and organizations will need to be fully set up and staffed by 4:30 PM. All Trunk Or Treat participants are to remain set up until 7 PM Saturday evening. Early breakdown is not permitted.

By submitting and signing the application, you (the Trunk Or Treat participant) agree to adhere to all rules and regulations set by the PumpkinFest Committee and MainStreet Dayton. We reserve the right to remove works or displays considered objectionable to the public.

Failure to comply with any of the rules and regulations set forth in this letter will result in not being permitted to set up at future events and possible early dismissal from this year's event.

Upon acceptance to the festival, you will receive a confirmation packet via email. If you are not accepted, you will be notified. Confirmation packets will be sent in early October 2017. The confirmation packet will include your booth assignment and number, a map of the Trunk or Treat area, and instructions on set up time. If you have any questions, please call Trunk Or Treat Coordinator, Jill Noga, at 423-802-4924.

2017



OFFICE USE ONLY:
Date Recv'd: _____
Of Spaces: _____

October 27th and 28th

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Trunk Or Treat Application Form

Agreement is not valid until MainStreet Dayton/ PumpkinFest Committee approves application

and application has been signed by Organizer.

Please read letter and application carefully- APPLICATION DEADLINE FRI. OCT. 6TH.

Name: _____

Church or Non-Profit Org: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ E-mail address: _____

Number of Spaces Needed: _____ (Each space is 10x10 feet)

CELL PHONE # _____ (for contact during festival)

Person of contact during festival if different from "Name" above _____

Items to be given out at Trunk Or Treat (if other than candy) _____

X _____

Signature of Vendor

Signature of Organizer Approval

Date _____

Date _____

For more information contact:

Jill Noga – Email: jilln@newunionbaptist.org – Phone: (423) 802-4924

Fax: (423) 775-9877

RETURN FORM TO:

MainStreet Dayton, 107 Main Street, Dayton, TN 37321

PLEASE NOTE: NO WEAPONS, ALCOHOL, OR ILLEGAL SUBSTANCES ALLOWED ON PREMISES.