



November 15, 2023

Dear Sir or Madam,

The holidays would not be complete without the warmth and feel of An Olde Town Christmas!

Red Cedar Family Practice hosts an Old Towne Christmas at The Link 4 YOUth (www.thelink4youth.org) in Old Town New Cumberland on Saturday, December 16th.

The event will be advertised through local merchants, billboards, radio stations, and social media. We invite thousands of participants to this one-day event that boasts LIVE entertainment, sleigh rides, pictures with Santa, a LIVE nativity, activities that include a fun run, holiday lights, and much more. The participants will shop for gifts for their loved ones at this FREE 1-Day Event one week before Christmas.

We have **LIMITED opportunities** (FIRST COME! FIRST SERVE!). Sign up today to be a vendor.

☐ Food Truck Space (\$175)

☐ Outdoor 10x10 Vendor Table (\$40)

- Payments can be made via check or credit
<https://app.etapestry.com/onlineforms/MedardsHouse/vendor-oldtowne.html> to "The Link 4 YOUth" 1120 Drexel Hills Blvd. New Cumberland, PA 17070.

Questions should be directed to Diane at rampsdreamhometeam@gmail.com or 717-979-2655.

Regards,

The official registration and financial information of Medard's House dba The Link 4 Youth may be obtained from the Pennsylvania Department of State by calling toll free within Pennsylvania 1(800)732-0999. Registration does not imply endorsement.

Diane Ramp, Volunteer

☐ I understand this is a rain-or-shine event.

☐ I will remain open until the conclusion of the event at 9:00 PM

Name of Business _____

Phone # _____

Contact Name _____

Items/s for Sale _____

Signature _____

Date _____

Here are some housekeeping tips to make the event a success for you:

- Vendors should be mindful that the temperatures may be cold and are encouraged to bring items to keep them comfortable, including a generator, a heater, or a blanket.
- Those in vendor tables should be responsible for setting up starting as early as 10 AM on site with the understanding that they should be prepared to sell by 2 PM. Vendors can exit as early as 9 PM and must be off the premises by 10 AM the following day.
- All vendors are to handle their payments, and if they are charging a fee to use credit cards, they should display a sign saying so.

Medard's House DBA The Link 4 Youth must be listed as second insured on your insurance policy. A copy of the insurance certificate must be sent to doug@thelink4youth.org no later than Thursday, December 14, 2023 at 5 PM.

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