



4th Annual Red Oak Christmas Tree Lighting Festival

Saturday, November 27, 2021

Festival 1:00pm to 7:00pm

Vendor Fair 1:00pm to 7:00pm

Christmas Parade – 4:00pm

VENDOR FORM

BOOTH NAME: _____

CONTACT NAME AND CELL #: _____

MAILING ADDRESS: _____

EMAIL ADDRESS: _____

TYPE OF CRAFT OR FOOD ITEMS TO BE SOLD/DISPLAYED: PLEASE PROVIDE PICTURES OR MENU:

SPACES NEEDED:

- One Space (10X10) \$40.00 (One Vendor)
- Dual Space & Food Truck/Vendors (20X20) \$75.00

There are only 40 vendor spaces available! Once the spaces are filled there won't be any more added to the event. Get your form and payment in early to secure your spot! 😊



VENDOR GUIDELINES

Red Oak appreciates your interest in participating in our Annual Christmas Tree Lighting Festival scheduled for November 27, 2021. Vendor guidelines are listed below.

1. **Vendors must be ready for the craft fair to open at 1:00pm. Late arrivals will not be allowed to set up and there will be no refunds (NO EXCEPTIONS). All vendors must check in at the registration tent prior to setting up. If you were not approved as a direct sales vendor then you will not be allowed to display/sell a direct sales product.**
2. Vendor spaces will allow for one 10x10 tailgate tent. Dual spaces will accommodate two tailgate tents 20x20.
3. All vendors must provide their own tent, tables and hand sanitizer for customers and are required to follow social distancing guidelines during the event.
4. **Registration forms and fees are due by November 12th.** Forms and fees can be mailed to Red Oak Town Hall PO Box A Red Oak NC 27868 or delivered in person to the Town Hall at 8406 Red Oak Blvd. Red Oak NC.
5. Vendors can set up their tents on Saturday starting at 10:00am.
6. Vendor spaces will be marked upon arrival. Please do not move your designated space. If you have a special request for location or proximity to another vendor, please specify on your registration form and we will do our best to accommodate your request if possible.
7. Vendors may decorate their designated areas as they choose, holiday decorations are encouraged.
8. There will not be a way to plug in space heaters, glue guns or printers.
9. Vendors are responsible for their own change source.
10. The Town of Red Oak is not responsible for items on display. It is the vendor's responsibility to delegate representatives to cover their displays. Do not leave your booth unattended.
11. All vendor tents must be dismantled, and items removed at the close of the festival on November 27th. Please take all trash to the designated areas, if dumpsters are full you will need to take your trash with you to dispose of.
12. The craft fair will close at 7:00pm. Vendors cannot leave the park area until the festival closes.



The Vendor Fair is always a huge success during the Christmas Festival, and we look forward to this year being bigger and better than ever! Merry Christmas in July!