

97th Annual Christmas Tree Lane Lighting Ceremony

8th Annual Winter Arts and Crafts Festival

Saturday, December 9, 2017



As part of our 97th Annual Lighting Ceremony, the Christmas Tree Lane Association will sponsor a Winter Arts and Crafts Festival. It will begin at 2:00 PM and will end after the Lighting Ceremony (around 8:00 PM). Booths may be set up beginning @ 12:30 PM. The Festival will be taking place in the parking lot of the Altadena Library at 600 E. Mariposa St., Altadena, CA. Please fill out the application below and e-mail to lucindaonalee@yahoo.com. Space is limited and first will be considered first. Payment will be due within 5 days of the confirmation of this reservation request. The cost per vendor is \$100.00 which provides you with a 10' x 10' space and access to generator power. All vendors must supply their own tables, canopy, lights, etc. After your reservation is confirmed, payments can be made by cash or check (made out to Christmas Tree Lane Association) and mailed to P.O. Box 11, Altadena, CA 91001. **Please attach a copy of this form with your payment.** Any questions please call LuCinda at (626)798-4678 or Mary at (626)794-4025. E-Mail is lucindaonalee@yahoo.com

OFFICIAL APPLICATION FOR VENDOR REGISTRATION

Vendor Name: _____

Contact Name: _____

Phone #: _____ E-Mail: _____

Address: _____

Product Details: _____

I hereby apply for vendor space at my own risk and subject to all guidelines. I further agree that if any damages be occasioned or loss or damages occur to items I may use or exhibit, I will make no claim against Christmas Tree Lane Association or its officers, representatives or volunteers, and I will institute no legal proceedings for personal injuries or property damage arising from an accident causing injury to myself or an employee. (Food Vendors only: I agree to provide CTLA with a copy of my current Health Permit).

Signed: _____

Date: _____

Print Name: _____

Guidelines for Vendors:

1. Spaces will not be available until 12:00 PM. All cars MUST be out of the library parking lot by 1:45 PM. Please note that no vendor vehicles will be re-admitted into the parking lot until the Lighting Ceremony ends and crowds of people disperse.
2. Electricity will be provided for each booth. **Vendors must bring their own light cords, display lighting, etc. Surge protectors are suggested for those with sensitive electronic apparatus.**
3. All items for sale must be family friendly.
4. Spaces are reserved on a first come, first considered basis.
5. There may be food vendors at the event, but you may want to bring your own food.
6. No space is guaranteed until payment is received and confirmed with the Christmas Tree Lane Association. If the event is cancelled due to weather or circumstances beyond CTLA's control 15% of payment is non-refundable.
7. Please do not start closing / packing up until crowds begin to leave.