

## Newtown Market Day - Sat. Oct 1st 2022

### Vendor Move-in/out Procedures

#### Important Information

- **Vendor move-in is a delicate process. Our streets are one way and narrow and everyone has to have patience.**
- **If you are located on Centre Ave., please enter from Washington Ave. & Congress St.**
- **If you are located on Court St., please enter from State St. and Mercer St.**
- **If you are located on Mercer St., please enter from State St. and Mercer St.**
- Please quickly unload all booth materials, put them aside and then immediately move your vehicle to off-site parking . Do not park in driveways and do not set up until you have moved your vehicle. Please try to be as close to the curb as possible while unloading.
- No vehicles can enter the Market Day area after 8:30 AM
- Due to the unforeseen possibility of obstructed spaces, we reserve the right to alter vendor spaces during move-in.
- At the end of the event, please pack up all your things prior to retrieving your vehicle
- Please remove All Trash from your space. There is a dumpster in the gravel parking lot at Centre Ave. and Mercer St.
- Complimentary donated Starbucks coffee and McCaffertys doughnuts will be available for all vendors beginning at 8:00 AM in the Court Street kitchen on the 1st floor of the Court Inn.

#### Schedule

- 7:00 am - 8:30 am Vendors drive to their space, drop off materials and then move vehicles to the parking area
- 8:30 am - 4:00 pm Streets closed to all vehicles
- Market Day Opens to the public at 10:00 am
- 4:00 pm - Vendor tear down not to begin before 4pm. Please tear down first, then retrieve your vehicle.

#### Vendor Parking

- **There is all day parking at the Stocking Works, 301 S. State St. Newtown**
- **If you prefer to park on the surrounding streets that are open, please read the street signs because some areas are 2 hour parking.**

#### Reminders

- This is an outdoor event, no electricity is available
- NHA supplies only the ground space. **Vendors must supply their own tables, chairs, tents**, etc. Please note that tents are needed for weather protection, this includes possible spaces in direct sunlight.
- Spaces sit directly on pavement unless otherwise noted.
- Restrooms are inside the Court Inn on Court St.
- Newtown Police will be present at the event – alert them of any emergencies
- Newtown Ambulance will have a first Aid tent set up on Mercer St near State St. should you need to visit.
- Vendor fees are non—refundable if your participation is canceled either by yourself or the NHA
- Volunteers will be on-site to answer questions and help with set up when possible.
- There will be Street Marshalls that will help direct traffic. Please note that the set up and breakdown can feel a little chaotic. Please be patient with volunteers and fellow vendors as we navigate this together.
- Please share pictures from the event on your social media channels and use the hashtags **#newtownmarketday2022 #newtownhistoric #annualmarketday #NHAmarketday**

### **Weather Info**

- There is No Rain Date. However it is our expectations that this event will occur on the scheduled date and time. However the NHA reserves the right to cancel due to high winds or other conditions that negatively affect the event. Cancellations will be delivered to vendors no later than **5:00 am on the day of the event**. Thank you for your understanding and nobody can control the weather.

### **DAY OF EVENT CONTACTS**

Ashara Shapiro 646-924-7394 For immediate needs please call and follow up with a text message  
Andrea Bayford 215-932-6717 [marketday@newtownhistoric.org](mailto:marketday@newtownhistoric.org)

\*\*NHA hopes the day will be an enjoyable and profitable one. Thank you for spending your time at our event and supporting the work we do in Newtown Historic Borough. We hope you plan to join us next year as we will be adding more artists spots and expanding some community offerings. Please feel free to email us feedback, photos we can highlight in our recap to the community and use in our archives as well as your favorite part about being an Artist or vendor at 2022 Market Day.

**Newtown Historic Association, 105 Court St., Newtown, PA 18940**

**Share our Facebook Event and join our community. [www.facebook.com/nhamarketday](https://www.facebook.com/nhamarketday)**

**Share our website with everything that will be happening at Market Day.**

**<https://www.newtownhistoric.org/events/market-day/market-day-what-to-do/#top>**