



Jo McCauley
Executive Director
LACCdir@midrivers.com

Charlie Denison
Train Coordinator
CRCC@midrivers.com



408 NE Main Street
Lewistown, MT 59457
406-535-5436
406-535-5437 fax
lewchamb@midrivers.com

January 12, 2021

Dear Chokecherry vendor,

You are receiving this letter and information on the 2021 Chokecherry Festival because you participated in either the 2019 or 2020 festivals (or both). Due to the 2020 COVID-19 adjustments, there were multiple changes to the festival. Some of those changes will be permanent and some will not.

Enclosed is the 2021 Chokecherry Festival information sheet. Please review it carefully. Rates and lay-out information as well as the changes you can expect to see are listed on the information sheet along with the cancellation and refund policy.

Also enclosed is the 2021 booth space reservation form. Please fill it out in its entirety so we have the most up to date information on your business. You can return the form by mail, fax or email. Payment can be made by cash, money order, check or credit card.

Chokecherry 2021 tee shirts can be pre-ordered for a \$5 savings over the price the day of the festival. We do not have a logo yet as the logo contest has not taken place.

Information on the **logo contest** is included if you wish to participate. Logo contest entries will be accepted Feb 1 – March 26.

Thank you and if you have any questions, please feel free to contact the Chamber office and speak to Charlie or myself.

Jo McCauley, Director



32nd Annual Lewistown Chokecherry Festival September 11, 2021



Chamber member vendors and businesses may apply at any time after *January 1st*.
2019 & 2020 Chokecherry Festival vendors who are NOT members, may apply beginning *March 1st*.
New, first-time Chokecherry Festival vendors may apply beginning *April 1st*.

Chokecherry Festival 2020 was an unusual year and due to COVID-19 protocols, certain aspects of the festival were changed. Please note the following changes will be in effect for the 2021 festival:

- o Music and Entertainment will take place on 7th Street, Courthouse side
- o Food vendors (those serving food) will be on 2nd, 3rd, 6th and 7th Streets
- o Vendor lay-out has been adjusted. Booth space numbers will be different with the new lay-out. "Corner" booths have been eliminated.
- o Booth space numbers will be different with the new lay-out. We cannot reserve specific booths without payment. We will do the best we can to accommodate space requests, but **booths are filled in the order payment is received**. If you want to be near another specific vendor, booths must be purchased at the same time. You will receive your booth space number by email or text when confirming your reservation.
- o Intersections will have one vendor

Chokecherry booths are 10 feet wide and 10 feet deep. Booths are set up in the street and all structures, trailers, merchandise, etc. must be within the booth space. Booth cost is \$100 and intersection spaces are \$200 (5 available). Chamber members receive a \$40 discount. To reserve your booth, please fill out the following page and return it with the appropriate fee. **Tables, chairs, tents, etc are NOT PROVIDED. If you require a trailer, etc as part of your booth it must fit in your booth(s) space of 10' x 10' each. Rent spaces accordingly!** If you are bigger than 10'x10', you need to rent 2 spaces. Please **don't encroach** on your neighbor. If you encroach on your neighbor/another space, then you will be charged for an additional booth space.

If electricity is needed, you will have to make your own arrangements with a store near your space or provide your own generator. If you are bringing a generator, please indicate that on the form.

Set-up time for booths will begin at approximately 6:00 am with the closure of Main Street. It is not possible to set up the evening before, as our Main Street is a US Highway. Booths/trailers must be set up by 7:30 am. All vehicles **MUST** be off of Main Street by 8:00 am. Festival ends at 5:00 pm. Do not tear down your booth before 5:00 pm. It is a safety hazard for pedestrians. No vehicles allowed on Main Street before 5:00 pm. (Violators will not be invited back)

Cancellations must be received 30 days in advance and will be assessed a \$10 processing fee for refunds. Any cancellations received after August 11, 2021 *will not* be refunded their booth fee. Vendor reservations received after August 11, 2021 will be filled as space arises – choosing your location will not be an option.

For more information please call 406-535-5436 or visit our www.lewistownchokecherry.com.

Thank you for your cooperation!

We are updating the street/booth lay-out and will post it online ASAP!

BOOTH SPACE RESERVATION 2021
32nd Annual Lewistown Chokecherry Festival

Vendor Name (first, last) _____

Business/Booth Name _____

Address _____

City, State, Zip _____

Phone _____ Can you receive texts at this number? _____

Email address _____

Please give us a description of your merchandise so we don't put booths next to each other that offer the same thing (example: wood crafts, sewing items, quilts, jams/jellies, information booth, etc.)

Booth # or general location requested _____
(We will do our best to fill your request. Spaces assigned when payment is received and on first come, first placed basis)

Will you bring a generator? _____

Would you like to reserve a Chokecherry 2021 tee-shirt? \$15 each (\$20 day of festival)
shirts _____ Size S M L XL 2XL 3XL 4XL (add \$2 for 2XL, 3XL, 4XL) \$ _____ total

Non-Chamber Members:

\$100.00 per booth

\$200.00 intersection space

Chamber Members:

\$60.00 per booth

\$160.00 intersection space

CALL to confirm intersection space is available – limited quantity!

Return to: Lewistown Area Chamber of Commerce
408 NE Main Street, Lewistown, MT 59457
lewchamb@midrivers.com

(406)535-5436

Payment accepted by cash, money order, check, credit card

Credit cards accepted: VISA, Mastercard, Discover, American Express

- There is a 3% non-refundable credit card processing fee, if you cancel and are eligible for refund the 3% fee will be assessed on the refund as well. This is in addition to the \$10 cancellation fee.

Card number _____ Expiration date ____/____

CVV _____ Zip code _____

Total to be charge \$ _____