

Visit  
dickenschestertown.org  
to apply online



For additional information,  
please contact:  
CHRIS TILGHMAN  
CHAIR, LONDON ROW  
shsheonhigh@gmail.com

## LONDON ROW VENDOR INFORMATION DICKENS OF A CHRISTMAS, DECEMBER 6 - 8, 2019

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Thank you for applying to be a London Row vendor  
SATURDAY, DECEMBER 7, 2019 • noon - 4pm

FEE/s: \$60/SINGLE SPACE BEFORE SEPTEMBER 16 • \$75 AFTER SEPTEMBER 16

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- The festival WILL BE HELD RAIN OR SNOW.

Your fee includes: (1) approx. 8' x 15' space, (1) 3' x 6' banquet-size table, 2 padded chairs, burlap table covering, and business sign in the HEATED, ENCLOSED London Row tent. You may want to bring a mat/rug to stand on.

- Vendors agree to maintain the Victorian theme of "Dickens of a Christmas" by offering items compatible with the Victorian era and wearing period costumes/garb.

We want to feature food, gift and clothing vendors whose products are in keeping with the Victorian era, Charles Dickens, and/or hand-crafted holiday giving, including:

- Traditional British and Victorian themed foods
- Clothing and gifts made from natural fibers and materials
- Literary-themed items related to Dickens and other mid-19th century literary figures
- Handmade gifts (soaps, candles, era-appropriate fashion accessories, etc.)
- Traditional holiday greenery and decorations

### **COSTUMES:**

Need costuming help? If you and your staff need ideas or clothing items, check the "Costume Help" box on the agreement form and our volunteers will contact you with information about our costuming sessions.

- No electricity is provided
- You may be asked to provide proof that you carry your own liability insurance.  
For questions concerning insurance, please contact Jeff Weber, Treasurer, at [jlweber@vestnettech.com](mailto:jlweber@vestnettech.com).
- Vendors are responsible for collecting Maryland sales tax of 6%.
- The Town of Chestertown has a ban on plastic bags. Please use paper bags.

*Dickens of a Christmas accepts no responsibility for loss due to weather, damage, theft, or lack of sales.*

### 1. SET UP/BREAKDOWN

Vehicles: You must display your Vehicle Access Pass in order to access the loading/unloading area.

SET UP is between 9 and 11 am. After 11 am, the 200 block of High Street will be closed to ALL traffic to allow for additional street staging. You will no longer be able to access the London Row tent by car or truck to bring in your wares. Please unload as quickly as possible and move your car to the designated vendor parking lot in the 200 block of Cannon Street.

**BREAKDOWN starts at 4:00 pm.**

### 2. VENDOR PARKING

Place your Vehicle Access Pass on the dashboard to use the public parking lot in the 200 block of Cannon Street. There will be a sign designating the lot.

### 3. SPACE ASSIGNMENTS

You will receive a packet by MID NOVEMBER showing your space/s in London Row, along with a Vendor Access Pass for the dashboard of your vehicle.

We hope you have a wonderful time. Thank you!

Chris Tilghman  
Chair, London Row

Kathleen King



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## LONDON ROW VENDOR AGREEMENT

Business Name \_\_\_\_\_

Mailing Address \_\_\_\_\_

Contact Name/s \_\_\_\_\_

Phone No/s \_\_\_\_\_

Email \_\_\_\_\_

Please check the category that applies to your wares: if this is your first year as a vendor for Dickens of a Christmas, PLEASE ATTACH A PHOTOGRAPH OF THE ITEM/S YOU WILL BE SELLING.

- Baskets    Glass    Painting    Food Gifts    Jewelry    Wood    Metal  
 Fiber/Textiles    Clothing    Greenery    Books    Candles    Toys  
 Other (*please describe*) \_\_\_\_\_

**FEES: \$60. /space BEFORE September 16 • \$75.00/space AFTER September 16**

I have read and agree to the rules for London Row vendors.

Please reserve my space at \$60. (*\$75 after Sept. 16*)

I also need \_\_\_\_\_ additional space/s at \$30. each \_\_\_\_\_

I need costume help

Total spaces needed: \_\_\_\_\_

Total amount: \_\_\_\_\_

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

**ONLINE PAYMENT:** TO FILL OUT FORM AND SUBMIT PAYMENT ONLINE:  
[dickenschestertown.org](http://dickenschestertown.org)

Drop off or mail your signed agreement with a check made out to Main Street Chestertown (*note "Dickens" on memo line*)

Chris Tilghman • SheShe on High • 321 High Street • Chestertown, MD 21620