



Main St.  
Merchants  
MainStreetMedford.com



## ALL NON-FOOD VENDOR PARTICIPANTS

The Medford Business Association and the Main St. Merchants welcome you to:

### *2021 Annual Medford Dickens Festival* Presented by ShopRite of Medford

On Main Street in Medford NJ  
Saturday December 4<sup>th</sup> 2021 from 4:30 pm – 9 pm

### DAY-OF-INSTRUCTIONS

We look forward to having you with us this year on Saturday December 4<sup>th</sup> 4:30pm - 9pm. Visit [www.medfordbusiness.org/events/dickens](http://www.medfordbusiness.org/events/dickens) for additional information about the festival.

### WE THANK YOU FOR FOLLOWING THE DAY-OF STEPS BELOW:

#### **NOTE: THE CHECK-IN PROCESS HAS CHANGED TO A DRIVE-UP PROCESS**

The drive-up check-in tent will be located on Union Street in front of the Friends Meeting House. ALL participants must access Union Street from Hartford or Jones Roads intersections and proceed eastbound towards Main Street to line up at the check-in tent to receive your space assignment. Please do not access Union Street from Main Street and please do not leave your vehicle at any time until you have received your space assignment. Once you have your space assignment and the road is closed, you may begin setup.

**ABSOLUTELY NO VEHICLES SHOULD BE DRIVEN DOWN MAIN STREET OR PARKED ON MAIN STREET UNTIL REGISTRATION HAS STARTED AND NO SETUP EARLIER THAN 2:30pm – BY ORDER OF MEDFORD POLICE**

- \* Once you have your space assignment and the road is closed at 2:30 pm, you may proceed to your assigned space to begin setup - **NO EARLIER PLEASE - BY ORDER OF MEDFORD POLICE**
- \* After your tent and materials are unloaded, you MUST move your vehicle to an off-street parking area before setup, as others are also trying to access their location. No vehicles will be allowed to drive on Main Street after 4:00pm. Please visit <https://www.medfordtownship.com/medfordvillage> for parking lot locations.
- \* As always please respect other vendors and be courteous during set-up and break-down, when congestion can cause a bit of stress. Thank you.
- \* The event ends at 9:00 p.m. and the road will re-open at 10:00 p.m. **YOUR AREA MUST BE CLEAR BY 10:00 p.m., BY ORDER OF MEDFORD POLICE** \*\*\* This means nothing should be left behind – including trash \*\*\*\*

If you have questions, please email us at [dickens@medfordbusiness.org](mailto:dickens@medfordbusiness.org). Otherwise, see you there at 2:30 PM!