

Dear Exhibitor,

Frost on the Pumpkin Festival will mark our 26th annual show and will be held on Friday, November 9th and Saturday, November 10th, 2018. We will be opening at 9:00 a.m. on Friday and close at 5:00 p.m. The hours on Saturday will be 9:00 a.m. to 3:00 p.m.

If you are interested in participating in this year's show, please read all the enclosed information and return your completed application, along with fees, as soon as possible. Applications will be reviewed and booths will be assigned based on the order in which the applications and payments are received.

We have some outdoor booths available. If you know someone who is interested, please have them contact Francie Wright to discuss details. (We are not accepting food trucks at this time.)

We look forward to seeing you at Frost on the Pumpkin!

Frost on the Pumpkin Festival Team

Contact person: Francie Wright

Email: [frostonthepumpkin@fumcmuskogee.org](mailto:frostonthepumpkin@fumcmuskogee.org)

Phone: 918-869-6210

**FROST ON THE PUMPKIN FESTIVAL**  
First United Methodist Church  
Friday and Saturday, November 9th and 10th, 2018

**GENERAL INFORMATION**

1. Exhibitor selection will be assigned on a first come first serve basis. When assigning booths, consideration will be given to the order of receipt of application and fees; types of merchandise offered; number of booths requested to assure variety throughout the show. Returning exhibitors are not guaranteed previous booth placement.
1. Standard booth sizes (approximately 10 by 10 feet) include one 6 foot table and two chairs.
2. Small booth sizes (approximately 5 by 8 feet) include one 6 foot table and two chairs.
3. Additional tables are available for \$5.00 apiece for the standard booths. Additional chairs are available at no charge. Please reserve tables and chairs when submitting your application. Additional tables and chairs will not be available at the time of set-up.
4. Check- in table will be located in front of FUMY Café at the south end of the Activity Center. Check-in begins on Thursday at 1:00 p.m. Set-up will be Thursday from 1:00 – 5:00 p.m. and Friday and Saturday at 7:30 a.m.
5. Limited electricity is available for an additional fee of \$5.00 per booth. Exhibitors are responsible for providing power cords and extension cords. Please request electricity when submitting your application. We will not be adding electricity to booths at the time of set-up.
6. Exhibitor parking will be in the parking lot on the southwest corner of F Street and Broadway. Once you have unloaded, please move your vehicles to allow parking for our shoppers.
7. The First United Methodist Youth will have food available for purchase at the FUMY Café with options available for breakfast and lunch, as well as yummy snacks throughout the day.

# FROST ON THE PUMPKIN FESTIVAL

First United Methodist Church

Friday and Saturday, November 9th and 10th, 2018

## EXHIBITOR'S APPLICATION

Business name (if applicable) \_\_\_\_\_

Contact #1  
Name: \_\_\_\_\_

Contact #2  
Name: \_\_\_\_\_

Address: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_ City/State/Zip: \_\_\_\_\_

Preferred phone: \_\_\_\_\_

Preferred phone: \_\_\_\_\_

Alternate phone: \_\_\_\_\_

Alternate phone: \_\_\_\_\_

Email address: \_\_\_\_\_

Email address: \_\_\_\_\_

PREFERENCE for CORRESPONDENCE is: \_\_\_\_\_ EMAIL \_\_\_\_\_ MAIL \_\_\_\_\_ PHONE \_\_\_\_\_ TEXT

In an effort to select the best location for you, please indicate the following:

Have you previously exhibited in our show? \_\_\_\_\_yes \_\_\_\_\_no

What booth size are you requesting? \_\_\_\_\_standard \_\_\_\_\_small

(Standard - \$40 for both days)

(Small - \$25 for both days)

Do you need electricity? (Additional fee of \$5.00) \_\_\_\_\_yes \_\_\_\_\_no

(PLEASE RESERVE ON THIS APPLICATION)

How many tables do you need ? (total #) \_\_\_\_\_ zero \_\_\_\_\_ one \_\_\_\_\_ two \_\_\_\_\_ three

(PLEASE RESERVE ON THIS APPLICATION)

(First table is included in the booth rental. Each additional table is \$5.00)

How many chairs do you need? (total #) \_\_\_\_\_ zero \_\_\_\_\_ one \_\_\_\_\_ two \_\_\_\_\_ three \_\_\_\_\_ four

(PLEASE RESERVE ON THIS APPLICATION) (There is no charge for additional chairs.)

Would you like flyers to distribute for publicity? \_\_\_\_\_yes \_\_\_\_\_no

If so, how would you like to receive the flyers? \_\_\_\_\_by email

\_\_\_\_\_hard copy by mail

If hard copy, how many? \_\_\_\_\_hard copy – will pick up at the church

Do you want to donate a door prize? \_\_\_\_\_yes \_\_\_\_\_no

Description of merchandise to be sold: \_\_\_\_\_

\_\_\_\_\_

Special requests/instructions: \_\_\_\_\_

Fees:

(Please circle applicable fees)

Standard booth rental

40.00

Small booth rental

25.00

Total number of tables

one - no charge

two - 5.00

three - 10.00

Electricity

5.00

Please return Application and Fees to:  
FROST ON THE PUMPKIN FESTIVAL  
FIRST UNITED METHODIST CHURCH  
600 E OKMULGEE MUSKOGEE OK 74403

Total fees enclosed: \_\_\_\_\_  
(Please make checks payable to FUMC)