



June 2019

To Whom It May Concern:

This year marks the 37<sup>th</sup> annual In The Street, Frederick's favorite block party!

The planning committee is excited to announce that this year the festival will be held the second Saturday in September, **Saturday, September 14<sup>th</sup>, 11 AM – 5 PM.**

In The Street offers a variety of activities – music, food and fun for all! In an effort to showcase the many wonderful organizations operating in Frederick County, the Committee is happy to invite you to participate.

The festival is divided in to eight themed areas: Sports, Art, History, Health & Wellness, Lifestyle, Going Green, Public Safety and Kids Blocks. An outline of these areas, including locations, is attached. Please review this prior to submitting your application for participation. Groups will be asked to select the area of the event that is most appropriate for their organization.

**Please be aware that for profit organizations are invited to participate with an approved activity that fits into a themed block and provides an enhancement to the event.** Depending on your planned activity and your business type, you will be assigned a location within one of our themed blocks. Please note your preference of block location on the application form. *NOTE – Final approval and block placement is at the discretion of the In The Street Committee*

**Please be aware that no sales, fundraisers or distribution of food or beverages may be conducted at this event unless explicitly approved by the In The Street Committee.** Active solicitation and proselytizing are not permitted, as the Committee wants your information to be available for pick-up, but not a deterrent to attendees.

Participants may choose to reserve a 10' x 10' area in which to display information and provide a small activity, or a 10' x 20' space in which to provide a larger activity throughout the day. Please indicate on the enclosed form the amount of space that you will need. Cost for participation is:

	10' x 10'	10' x 20'
<b>Non-Profit Organization</b>	\$50	\$100
<b>For Profit Organization</b>	\$200	\$400

Participants in Art Block may request to perform on the Art Block Dance Floor on East Church Street. **The Committee supplies electricity, an iPod player and a microphone for this area. Participants are required to provide their own music on an iPod.** Please indicate your interest in performing on the attached form. A limited number of performance times are available on a first-come, first-served basis.

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All applications are due by Monday, July 15<sup>th</sup>. A late registration fee of \$15 will be assessed to applications received after **Monday, July 15<sup>th</sup>**. **NO ADDITIONAL APPLICATIONS WILL BE ACCEPTED AFTER MONDAY, AUGUST 5<sup>th</sup>**.

**NOTE – PLEASE BE AWARE THAT SPACES ARE FILLED ON A FIRST-COME, FIRST-SERVED BASIS. PAST PARTICIPATION DOES NOT GUARENTEE PLACEMENT AT THIS YEAR’S EVENT. TO ENSURE PLACEMENT IN YOUR DESIRED LOCATION, PLEASE RETURN THE REGISTRATION FORM AND FEE AS SOON AS POSSIBLE!**

If you choose, you may rent a 6’ table and two chairs from the committee for \$20. Please indicate your rental needs on the Participation Form. **Electricity will not be available at the booths.**

Participants may bring canopies to place over their display however, tent sides are strongly discouraged. Tent sides block a visitor’s view of the businesses located along Market Street. Please note on your application if you intend to bring a canopy, a tent with sides or neither. Participants utilizing a tent with sides will be placed in front of vacant buildings or businesses that are closed.

When considering participation, please be aware that absolutely no vehicles are permitted on Market Street, between All Saints and Seventh Streets, between the hours of 8:30 AM – 6:30 PM. When setting up supplies in the morning, all participants must keep belongings within the width of a parking space until the Market Street Mile is complete, at approximately 10:30 AM. Finally, all supplies must be removed from the street by 5:45 PM to accommodate street sweepers. If you feel that you are unable to meet these guidelines, please refrain from applying to participate in this festival.

If interested, please complete the enclosed form and return it, along with your registration fee and rental check, if applicable, to:

In The Street Committee  
c/o The City of Frederick Office of Special Events  
121 N. Benz Street  
Frederick, MD 21701

Checks should be made payable to ‘Celebrate Frederick.’

If you have questions, please feel free to contact Hailey Johnson in the Office of Special Events at 301-600-2844.

Sincerely,  
2019 In The Street Planning Committee



**2019 IN THE STREET BLOCK PARTICIPATION FORM**

Saturday, September 14, 2019

11 AM – 5 PM

GROUP NAME: \_\_\_\_\_

CONTACT NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE: \_\_\_\_\_ EMAIL: \_\_\_\_\_

INTERACTIVE ACTIVITY *(Provide Description)*: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

AREA REQUESTED *(List Top Three)*:

1.) \_\_\_\_\_

2.) \_\_\_\_\_

3.) \_\_\_\_\_

PERFORMANCE ON ART BLOCK

DANCE FLOOR REQUESTED *(Circle One)*:

Yes

No

**Please check one of the following:**

\_\_\_\_\_ YES, I plan on bringing a (check one):

\_\_\_\_\_ Canopy

\_\_\_\_\_ Tent with Sides

\_\_\_\_\_ NO, I will not be using any type of canopy or tent during In The Street.



**Participation Fee:**

Non Profit –	
10' x 10' Space (\$50)	\$ _____
10' x 20' Space (\$100)	\$ _____
For-Profit –	
10' x 10' Space (\$200)	\$ _____
10' x 20' Space (\$400)	\$ _____
Table/Chair Rental Fee (\$20) <i>(if applicable)</i>	\$ _____
Late Fee (\$15) <i>(if applicable)</i>	\$ _____
<b>TOTAL AMOUNT ENCLOSED</b>	<b>\$ _____</b>

**Payable to 'Celebrate Frederick'**

Please return this form with, along with payment, to:

In The Street Committee  
c/o The City of Frederick Office of Special Events  
121 North Bentz Street  
Frederick, MD 21701

**Applications should be received by Monday, July 15<sup>th</sup>**  
**After July 15<sup>th</sup>, a late registration fee of \$15 will be assessed.**  
**NO APPLICATIONS WILL BE ACCEPTED AFTER MONDAY, AUGUST 5<sup>th</sup>**

**Questions?**

**Please call 301-600-2844**

*I understand that my group may supply literature for pick-up, but that active solicitation and proselytizing are prohibited.*

\_\_\_\_\_ Signature

\_\_\_\_\_ Date

<b>FOR OFFICE USE ONLY</b>		
Payment Type: Cash Check MO		
Payment Info: _____	Event: _____	Event: _____
Amount: \$ _____	Account #: _____	Account #: _____
Date: _____	Allocation: \$ _____	Allocation: \$ _____



## BLOCK THEME INFORMATION SHEET 2019 IN THE STREET

Please review this information sheet carefully. If you have specific questions or concerns, please feel free to contact The Office of Special Events at 301-600-2844.

### **Creek Side Market** – *Carroll Creek Linear Park*

Artisans are invited to sell their handmade treasures. In addition, downtown Frederick merchants not located on Market Street are invited to sell their merchandise.

- Operational from 11 AM to **6 PM (Vendors may elect to remain open until either 5 PM or 6 PM)**
- No vehicles permitted. Load in and load out with assistance of chairman with golf cart.

### **Sports Block** – *Carroll Creek to Patrick Street*

This block is filled with fun activities that test attendees' athletic ability, such as putt-putt golf, basketball shoot out and other great games.

- Operational from 11 AM to 5 PM
- Vehicles must be off Market Street by 8:30 AM

### **Art Block** – *Patrick to Church Streets*

This block highlights the talents of local performing and creative arts groups. Live entertainment is provided throughout the day on the Art Block Dance Floor, located at the intersection of E. Church & N. Market Streets.

- Operational from 11 AM to 5 PM
- Vehicles must be off Market Street by 8:30 AM

### **History Block** – *Church to Second Streets*

This block will showcase the rich historical heritage of Frederick County. Area museums will offer demonstrations and living histories will be highlighted.

- Operational from 11 AM to 5 PM
- Vehicles must be off Market Street by 8:30 AM

### **Health & Wellness Block** – *Second to Third Streets*

Local groups encouraging a healthy lifestyle are featured in this block.

- Operational from 11 AM to 5 PM
- Vehicles must be off Market Street by 8:30 AM

### **Lifestyles Block** – *Third to Fourth Streets*

This block features the latest trends to enrich your life from the inside out. From cutting edge health and fitness programs, to chic fashion and beauty options, this block includes all that is essential for you to be the best version of you! This block also includes a Beer & Wine Garden featuring products from local breweries and distilleries.

- Operational from 11 AM to 5 PM
- Vehicles must be off Market Street by 8:30 AM

**Going Green Block** – *Fourth to Fifth Streets*

This block hosts organizations committed to protecting the environment, while offering creative ways for attendees to join the “Green” movement.

- Operational from 11 AM to 5 PM
- Vehicles must be off Market Street by 8:30 AM

**Public Safety Block** – *Fifth to Sixth Streets*

This block highlights the heroes in our community who strive to make Frederick a safe place to live and work.

- Operational from 11 AM to 5 PM
- Vehicles must be off Market Street by 8:30 AM

**Kid’s Block** – *Sixth to Seventh Streets*

This block will be filled with fun things for kids to see and do. Activities include free children’s crafts, wandering entertainers and amusements.

- Operational from 11 AM to 5 PM
- Vehicles must be off Market Street by 8:30 AM