



P.O. Box 424 Perkasie, Pa. 18944 • 215-257-4989

ACTIVITY PLAN: POTA Members Springfest - May 19, 2012



To assist with proper planning for the celebration, please complete the following information and return it to Perkasie Olde Towne Association. Please return by April 2, 2012. Thank you.

ACTIVITY PROPOSAL _____

ACTIVITY LOCATION _____

GROUP NAME _____

GROUP CONTACT PERSON _____

MAILING ADDRESS _____

CONTACT PHONE NUMBERS _____

CONTACT E-MAIL ADDRESS _____

SPECIFIC LOCATION REQUESTED _____

START/END TIMES (festival begins at 1pm) _____

FOR AGES: _____ FEES CHARGE? _____

Please indicate the following activity plans below:

-Items needed prior to and during event (tables, chairs, etc.)?

-How many folks are you planning for? Do you have alternate plans if more/less arrive?

- What plans do you have in case of rain?

-Publicity info for the event. What makes your event special?

Please use the reverse side of this form to provide that information. You may also list any additional information you feel may be pertinent to the event. Thank you.