



**NEWS RELEASE  
FOR IMMEDIATE RELEASE**

**Contact:** Melanie Scoggins, CPRP Division Manager- Parks and Recreation  
[Mscoggins@purcellvilleva.gov](mailto:Mscoggins@purcellvilleva.gov); 540-751-2350

## **Holiday Lights Trolley Tours – Dates to Remember**

**PURCELLVILLE, Va. November 15, 2016** — In the spirit of the Holiday season, the Purcellville Parks and Recreation Advisory Board wants you to light up your neighborhood! Hang your decorations and lights, and your house may be selected to be a part of the annual “Holiday Lights Trolley Tour.”

Dates and information to remember for the Holiday Lights Trolley Tours are below:

**November 28<sup>th</sup>** - Deadline to be considered for Holiday Lights Trolley Tours. The trolley route will be decided in early December, so have your lights up by the evening of November 28<sup>th</sup> to be considered. No application needed.

**November 30<sup>th</sup>** – Application deadline to participate in the Christmas Market. Due to the popularity of this event, the 2016 market has been expanded to include two days of operations and more booth spaces for artisans selling handmade items. The Christmas Market will take place in the evening during the trolley tours on Friday, December 9, 2016 AND Sunday, December 11, 2016. The fee to participate is \$35. The application is attached.

**December 9<sup>th</sup> and 11<sup>th</sup>** - Annual Holiday Lights Trolley Tours - the tours will leave from the parking lot in front of the Bush Tabernacle at 250 S. Nursery Ave. Tours take place on **Friday, December 9<sup>th</sup> from 6:00PM – 10:00PM** with the last trolley leaving at approximately 9:00PM and again on Sunday, **December 11<sup>th</sup> from 5:00PM – 9:00PM** with the last trolley leaving at approximately 8:00PM. Tickets for tours will be handed out on a first come first serve basis the night of each tour; tours last approximately 45 minutes. Join us for a ride through Purcellville to look at the beautiful display of lights!

Information on additional Holiday activities around the Town of Purcellville will be distributed in the coming weeks.

### **The Town of Purcellville, Virginia**

Purcellville is an award-winning town of nearly 9,000 residents located in Loudoun County, approximately 40 miles west of Washington, DC. It has been honored for its green initiatives, most recently with the prestigious Siemens Sustainability Award for Small Communities. The Town has an elected Mayor and six Town Council members. Once a stop along the W&OD rail line, Purcellville has maintained its historic old-town feel through the restoration and maintenance of its many downtown structures, reflecting the Victorian architecture popular during the early 1900s. Today, Purcellville is the economic hub of western Loudoun County and a popular weekend destination for antiques, entertainment, farmer’s markets, wineries, breweries, distilleries and restaurants. More info at [www.purcellvilleva.gov](http://www.purcellvilleva.gov).

###



**Application and Payment Deadline: November 30, 2016**

EVENT DATES: Friday December 9th 5:30 to 8:30 PM  
Sunday December 11th 4:30 to 7:30 PM

EVENT LOCATION: Fireman’s Field Parking Lot 250 S Nursery Ave. Purcellville, Virginia

The Parks and Recreation Advisory Board hosts the Christmas Market to showcase local artisans and to offer the public the opportunity to purchase their hand crafted items.

**Exhibitor Contact Information:**

Company/Organization: \_\_\_\_\_

Contact Person: \_\_\_\_\_

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

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

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

Best Phone #: \_\_\_\_\_

**Exhibitor Fee/s:**

**\$35.00** one 10’ x 10’ Display Space (includes one or two day participation)

Participation Day/s: **Friday December 9, 2016** or **BOTH DAYS**  
**Sunday December 11, 2016**

Payment must be made by cash or check (payable to Town of Purcellville). Credit card payments are NOT accepted by the Town of Purcellville. **Mail Application and payment to:** Town of Purcellville, Attn: Christmas Market, 221 S. Nursery Ave, Purcellville, VA 20132

Returned Check Fee is \$50.00

The Town of Purcellville reserves the right to decline a space to any applicant whose activity and/or exhibit is not consistent with the purpose of the participating event.

**Exhibit Description:**

Briefly describe and list the products/services to be sold. Include any additional specifics about your exhibit, including contests and give-a-ways, etc. ***Applications will not be considered without this information.***

---



---

**Exhibitor Insurance**

All Exhibitors are required to maintain general liability insurance with a minimum coverage of \$1,000,000 combined single limits. Coverage is to be on an occurrence basis with an insurer licensed to conduct business in the Commonwealth of Virginia. The insurer must have an A. M. Best rating of A- or better. The insurer must add the Town as an additional insured by endorsement to the general liability policy. A Certificate of insurance (COI) and the additional insured endorsement shall be provided to the Town by the exhibitor prior to the event evidencing compliance with these insurance requirements. **If you need information about how to obtain this insurance, please contact Melanie Scoggins at 540-751-2350.**

**Exhibitor Authorization & Indemnification**

The individual signing below verifies that he or she is legally authorized to bind and act on behalf of the participating Exhibitor. The Exhibitor, including all of its employees, agents, and other representatives, hereby agrees to hold harmless and to indemnify, defend and protect the Town of Purcellville and its Council Members, employees, agents, volunteers and other representatives against any and all claims, losses, damages and liabilities whatsoever to persons or property incurred as a result of the actions of the participating Exhibitor, including, but not limited to, the Exhibitor's installation, removal, maintenance, occupancy, and/or use of the exhibition premises or any part thereof. Exhibitor agrees that any damage to the property of the Town of Purcellville, including, but not limited to the Town of Purcellville, and any related equipment or property, due to the actions of the Exhibitor will result in a financial obligation of the Exhibitor to the Town of Purcellville to replace, repair or otherwise correct such damage. I agree that all representatives acting on the Exhibitor's behalf for any matter pertaining to the participating event will be subject to all rules herein as well as any rules provided to the Exhibitors' representatives prior to and/or during the participating event.

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

Signature: \_\_\_\_\_

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

---

The Town of Purcellville reserves the right to decline a space to any applicant whose activity and/or exhibit is not consistent with the purpose of the participating event.