

UPPER PROVIDENCE TOWNSHIP  
Parks & Recreation Department  
1286 Black Rock Road,  
Phoenixville, PA 19460

610-933-9179 – Office Phone

Dear Business Owner/Manager:

Upper Providence Staff and Volunteers have been busy planning our 2025 Community Fall Fest. This year's event is only a few months away and will be held on **Saturday, September 20, 2025, at BLACK ROCK PARK**. Prior years' Community Fall Fest events have brought in several thousand visitors. As a part of our Fall Fest activities, we offer a Business Exposition for all businesses located in and around the township. For the past several years this has been very successful for our vendors and residents have enjoyed meeting local businesses.

The cost for your business to participate is only \$150.00 (\$75.00 for IRS registered non-profit organizations). Please provide your own tent, table, and chairs. **This event is held entirely outdoors.**

We encourage you to register early to guarantee your spot, as space is limited. **The registration deadline is Friday, August 15th!** The Community Fall Fest will be held on Saturday, September 20<sup>th</sup> from 12:00PM – 5:00PM. **Please plan to be at your table during the entire event.**

For further information on the Fall Fest Business Expo or for sponsorship opportunities, please contact the Recreation Department at 610-933-9179 or [uptparksandrec@gmail.com](mailto:uptparksandrec@gmail.com)

There are two ways to register:

1. Fill out the information below and return with payment.
2. Register Online at: [www.uptrec.org](http://www.uptrec.org)  
Create an account for your business and then proceed to follow the online instructions for registration.

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To register for the UPT Community Fall Fest Business Expo please fill out the form below and return it with your payment to:

Upper Providence Township, Parks & Rec Department, 1286 Black Rock Road, Phoenixville, PA 19460

Business Name: \_\_\_\_\_

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

Contact Name: \_\_\_\_\_

Contact Phone #: \_\_\_\_\_

Contact E-mail Address: \_\_\_\_\_

Cost: \$150.00 per space

Non-Profit Cost: \$75.00 per space; must be a 501(c)3 organization to qualify for reduced rate.

If paying by check, please make payable to: **Upper Providence Township.**