

New Carlisle Hometown Days 2024
Friday through Sunday, July 26, 27 & 28
Memorial Park, 300 U.S. Highway 20, New Carlisle, IN
(All times listed are **Eastern** Standard Time.)

VENDOR INFORMATION

FESTIVAL HOURS

Friday, July 26, 3:00 - 8:00 p.m.

Saturday, July 27, 10:00 a.m. – 8:00 p.m.

Sunday, July 28, 10:00 a.m. – 4:00 p.m.

Please have your booth “customer ready” by 3:00 p.m. on Friday, **remain open all 3 days during the festival hours listed above**, and do not take down before 4:00 p.m. on Sunday. Any infraction may result in not being allowed to participate in future events.

BOOTH SIZE AND COST:

1 space = 12' X 12' (**Vendor is responsible for bringing their own tent and tables.**)

Payment must accompany the application for acceptance.

There is a \$35. charge for NSF checks.

10% will be withheld on all cancellations through June 30. **No refunds after July 1.**

No refunds due to inclement weather.

Cost:

Vendor/Business Booth

Applications postmarked prior to June 30 - \$60. per space; after June 30, \$85.
per space.

Information Booth

This type of booth can be used by *local organizations and community groups* for the sole purpose of distributing information or providing a free service. No product can be sold. **Information booths are not to be used by businesses.**

Applications through June 30, \$25. per space; after June 30, \$35. per space.

Electricity

There are a limited number of electric spaces. They are available on a first come/first serve basis. The cost is an additional \$35. per space. If your booth occupies more than 1 space in the electric area of the park you must pay for electric in the additional spaces simply because you are occupying a space that could be rented to another vendor in need of electricity. Vendors are responsible for providing their own 100 ft. heavy duty outdoor extension cord to run from the power board to your booth.

Submit payment with application to:

Hometown Days
Attn: Vendor Chairperson
PO Box 226
New Carlisle, IN 46552

Your canceled check will serve as proof of acceptance to the festival. You will NOT receive an e-mail verification or a personalized message.

SET UP:

Set up begins at 11:00 a.m. on Friday, July 26. Check in at the Hometown Days booth near the Gazebo to receive your booth assignment.

PARKING:

Parking is available on a first come basis. **Please make arrangements to have additional assistance during set up if you are physically unable to carry your merchandise and display from your vehicle to your booth.**

Limited parking is available in the lot on the west side of the park, south of the park off of Bray St. in the Olive Elementary School parking lot and south of the park off of College St. in the parking lot for Bourissa Hills. Anyone parked in a handicapped space will need to have a handicapped license plate or display a handicapped hang tag. Street parking along the south side of Michigan (U.S. Hwy. 20) will be available until 3:00 p.m. on Friday. At that time, “No Parking” regulations go into effect and parked cars will be ticketed. Street parking on Bray St. (east side of park) will be allowed only until 1:00 p.m. on Friday. The street will be barricaded at 1:00 to allow for set up of street booths and attractions, and will remain closed for the rest of the weekend.

LOGISTICS:

Exact logistics will not be determined until the week of the festival, taking into consideration the condition of the park and the number of vendors expected. **If any new plantings or benches have been added to the landscape, booth sites may change slightly from one year to the next.** We attempt to be generous, allowing several extra feet of space between booths. However, the number of vendor applications received will determine if the luxury of space between booths is possible. So please **plan to stay within the parameters of your 12 x 12 booth.**

SECURITY:

Local and county off-duty officers provide security in the park on **Friday and Saturday only**, from the time the festival closes until opening time the following morning.

MERCHANDISE:

In order to achieve our goal of providing a safe, family-oriented weekend, we ask that the following not be displayed or sold: knives . . . guns . . . swords . . . weapons of any kind. Also, we ask that you not carry Silly String or stink bomb type products.

New vendor applicants must submit photos of their booth set up and merchandise with application. Returning vendors do not need to provide photos.

LICENSED MERCHANDISE:

You will be asked to provide proof of your agreement to sell licensed merchandise. Booths with this type of product will be subject to inspection by the Indiana State Police.

HOME BASED/PARTY PLAN VENDOR EXCLUSIVITY:

Only one (1) vendor application from home-based party plans (i.e.: Tupperware, Avon, Scentsy, etc.) will be accepted. Returning home based/party plan vendor applications must be submitted no later than April 30, 2024, to receive exclusive rights. After that date, applications will be accepted on a first come basis.

PLEASE OBSERVE THE FOLLOWING PARK RULES:

- All vendors are responsible for cleaning up their booth site following take down on Sunday.
- Natural barriers, trees, bushes, benches or other park equipment must not be damaged or moved.
- St. Joseph County ordinance prohibits smoking in the park.
- Park ordinance – No dogs in the park with the exception of service animals.
- Our usage contract with the New Carlisle Park Board states that no vehicles may be parked on the grassy areas in the park. The only exceptions being, gazebo entertainers during the unloading and loading of equipment, and vendors (food and/or craft) with trailers. Once the trailers are in place, the towing vehicle must be parked elsewhere.
- Overnight RV parking or sleeping in vehicles is not allowed on park property. If campground information is needed, contact the Hometown Days Vendor Chairperson.

If you have additional questions, please send a detailed message via our website at hometowndays.net and someone will respond as soon as possible.

Thank you and we hope to see you in July 2024!

NEW CARLISLE HOMETOWN DAYS

July 26, 27 & 28, 2024

Vendor Application

Please print:

Business Name: _____

Contact Person: _____

Street Address: _____

Mailing Address (if different): _____

City: _____ State: _____ Zip: _____

Phone: _____ E-Mail: _____

Check One:

Antiques _____ Arts & Crafts _____ Party Plan _____ Other _____

Detailed Description of Product (**First time vendors include photos**) _____

Per Pricing on Information Document:

Number of Non-Electric Booth Spaces _____ @ \$60. ea. prior to July 1; \$85. ea. after July 1

Number of Electric Spaces _____ @ \$95. ea. prior to July 1; \$120. ea. after July 1

Total Amount Enclosed _____

_____ Check if you would prefer the same spot as the previous year. (Application must be received no later than May 1st for your preference to be considered.)

I have read, understand and agree to the terms set forth on the Vendor Information document that accompanied this application.

Signature

Date

Payment must accompany this application. Your cancelled check will indicate that your application has been accepted. If not accepted, you will be notified via e-mail and your payment and application will be returned to you via postal service delivery.

Mail application to the attention of the Vendor Chairperson (keep information document for your reference) with check payable to:

Hometown Days
P. O. Box 226
New Carlisle, IN 46552