



Join us for the Southgate Crossing's Fall Festival!

Southgate Crossing is one of the largest Amish-built peg & beam structures in the USA. This beautiful building will be a stunning backdrop for the work of dozens of local companies looking to promote their services. Its expansive parking lot and many amenities will make it convenient for shoppers and vendors alike.

Booth fees are listed on the contract below. We do NOT provide tables or any structures. The event will be held on the second floor of the building and outdoors in the front parking lot. We're thrilled to have a large modern freight/passenger elevator at our disposal at this venue. We will be accepting 60 (indoor) participants for this event and will extend the event into the parking lot.

You can email your completed application to [southgatecrossingevents@gmail.com](mailto:southgatecrossingevents@gmail.com) and we will invoice you for payment, or you can mail the application with payment to Southgate Crossing / 27751 CR 26, Elkhart, IN 46517. Please be sure to add [southgatecrossingevents@gmail.com](mailto:southgatecrossingevents@gmail.com) to your address book to ensure you will receive email communications. This event is open to crafters, direct sales vendors, food trucks, bakers, antique vendors & more. We reserve the right to limit the quantity of each type of vendor to offer shoppers a variety of quality vendors. All spaces will be filled on a first-come-first-serve basis and all invoices are due within 7 days unless prior arrangements are made. *Food vendors must provide the proper permits and licensing required by the Elkhart County Health Department.* Please complete the application below and send a minimum of three images of your CURRENT work or product. We will be using these photos on our social media pages to market the event if you are accepted. We pride our market on the attractiveness of product presentation and marketability, so photos of your merchandising are important.

Setup hours for indoor spaces will be Friday, October 11, 2024, from 1 - 6 pm and from 8 am – 10 am the morning of the event on October 12, 2024. Outdoor spaces will be allowed to set up from 8:00 am – 10:00 am the day of the event. Most indoor booths will have electricity but please indicate whether you need it on the application below so that we can create the best layout possible.

No refunds will be given at any time.

This contract is not transferable. Merchants may not sublet their booths.

Vendor Agrees to display items in good taste & will not display any inappropriate materials.

No Early teardown all vendors must remain set until 4:00 pm

Free-standing displays only. Vendors may not hang, or tape items to the event center walls.

Questions or comments may be directed to Andrea Nissley at 574-360-5372 [southgatecrossingevents@gmail.com](mailto:southgatecrossingevents@gmail.com)

# Southgate Crossing Fall Festival 2024

Company Name \_\_\_\_\_

Name \_\_\_\_\_

Email \_\_\_\_\_

Phone Number \_\_\_\_\_

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

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Company Facebook: \_\_\_\_\_

Company Website: \_\_\_\_\_

Product Description \_\_\_\_\_

## **Booth Sizes and fees:**

10'x10' **Indoor** booth (tables not provided) \$90 \_\_\_\_\_

10' x 7' **Indoor** booth (tables not provided) \$80 \_\_\_\_\_

8' table space **indoor** (tables not provided) \$60 \_\_\_\_\_

10'x10' **outdoor** booth (tables not provided) \$80 \_\_\_\_\_ (rain or shine)

FOOD Truck or Boutique Trailer \$95 \_\_\_\_\_ (rain or shine)

Will you need Electricity? \_\_\_\_\_

***Please email a minimum of three images of your work and one image of your booth display (if you have one from previous events) for consideration. EACH IMAGE MUST INCLUDE YOUR NAME OR COMPANY NAME IN THE FILE! (I.E.: csmith.productname.jpg). This is important! It helps to ensure your photos end up in the right place. By uploading these images, you grant Southgate Crossing event coordinators permission to use them publicly for promotional purposes.*** The vendor takes responsibility for all risks associated with participating in the Fall Festival including but not limited to loss, theft, damages, or incidents that occur. The vendor agrees to waive, release, and hold harmless Southgate Crossing, CMD Property, LLC, and any other sponsors, all workers, and volunteers from any claims, liabilities, demands, losses, damage, cost, and expenses. No refunds will be given at any time.

Vendor Signature \_\_\_\_\_ Date \_\_\_\_\_