



Join us for the Southgate Crossing's Elf Pop-up Market!

Southgate Crossing is proud to feature one of the largest Amish-built peg and beam structures in the USA. This beautiful venue will provide a stunning backdrop for the work of dozens of local companies eager to promote their services. With its expansive parking lot and various amenities, it will be convenient for both shoppers and vendors.

Booth fees are outlined in the contract below. Please note that we do NOT provide tables or any structures. The event will take place on the second floor of the building in our event space. We are excited to have a large, modern freight/passenger elevator available at this venue. We will accept up to 50 participants for this event.

You can email your completed application to southgatecrossingevents@gmail.com, and we will invoice you for payment, or you can mail the application along with payment to:

Southgate Crossing
27751 CR 26
Elkhart, IN 46517

Please add southgatecrossingevents@gmail.com to your address book to ensure you receive all email communications. This event is open to crafters, direct sales vendors, bakers, antique vendors, and more. We reserve the right to limit the number of each type of vendor to provide shoppers with a variety of quality options. Spaces will be filled on a first-come, first-served basis, and all invoices must be paid within 7 days unless prior arrangements are made. Food vendors must provide the necessary permits and licenses as required by the Elkhart County Health Department.

Please complete the application below and send a minimum of three images of your current work or products. We will use these photos on our social media pages to promote the event if you are accepted. We take pride in the attractiveness of product presentation and marketability, so clear photos of your merchandise are important.

Set-up hours for indoor spaces will be on Friday, December 5, 2025, from 1 PM to 6 PM, and on the morning of the event, December 6, 2025, from 8 AM to 10 AM.

Please be aware of the following policies:

- No refunds will be issued at any time.
- This contract is non-transferable. Vendors may not sublet their booths.
- Vendors agree to display items in good taste and will not include any inappropriate materials.
- No early teardown; all vendors must remain set up until at least 3 PM.
- Free-standing displays only; vendors may not hang or tape items to the event center walls.

For any questions or comments, please contact Andrea Nissley at 574-360-5372 or southgatecrossingevents@gmail.com.

Southgate Crossing Elf Pop-Up Market 2025

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) \$45 _____

10' x 7' **Indoor** booth (tables not provided) \$40 _____

8' table space **indoor** (tables not provided) \$30 _____

Will you need Electricity? _____

Please email a minimum of three images of your work along with 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 name (e.g., csmith.productname.jpg). This is important to ensure that your photos are properly associated with your application.

By submitting these images, you grant the Southgate Crossing event coordinators permission to use them for promotional purposes. As a vendor, you take responsibility for all risks associated with participating in the Fall Festival, including but not limited to loss, theft, damages, or any incidents that may occur.

You agree to waive, release, and hold harmless Southgate Crossing, CMD Property, LLC, and any other sponsors, as well as all workers and volunteers, from any claims, liabilities, demands, losses, damages, costs, and expenses. Please note that no refunds will be given at any time.

Vendor Signature _____ Date _____