



Mishawaka's Annual Summerfest

Saturday June 28, 2014

Craft/Artist Vendor Information and Application



Application Deadline: Brought to office by 5:00 pm or postmarked by June 20, 2014

Information and Vendor Rules:

1. **100% Handcrafted Arts and Crafts:** All entries must be the original work of the artist/crafter renting the space. A photo and list of EACH medium to be displayed must be included with completed application. Only these items will be permitted to be displayed at Summerfest. Pictures will not be returned. **Kits, molded items, commercially manufactured goods, resale items, antiques, plants, or any mass-produced goods are NOT allowed. Weapons of any kind, any merchandise related to drugs, drug usage and/or drug paraphernalia, inappropriate or suggestive language/photos/drawings, etc are not permitted to be displayed or sold. Purchased pre-made merchandise or utilizing pre-made merchandise to make an item is considered a Commercial product and is not permitted.**
2. **Fees:** Space rental: \$40.00 per 12'x12' space. Additional \$25.00 fee for electricity. Electricity availability is limited. Payment by check is preferred form of payment. Check must be made out to the City of Mishawaka. Money orders are not accepted.
3. **Application for Entry:** Complete and return page two of this form to the Mishawaka Parks Department. Include submitted pictures with application. Mail/drop-off the form and entry fee to: 904 N. Main St. Mishawaka, IN 46545. Forms will not be accepted after or if postmarked after June 20, 2014.
4. **Notification:** Applicants will be notified of their acceptance for space rental by the week of June 23, 2014. If applicant is not accepted as a vendor, space rental fee will be returned no later than the week of June 23, 2014.
5. **Refunds:** Registration fees received from accepted artists/crafters are non-refundable.
6. **Space:** Each space is 12' by 12'. All booth set-up and items need to be INSIDE the 12' by 12' area.
7. **Check-In and Set-Up:** Vendors should check in at the Craft Area. A staff member will be present. The Craft Area will be located along Indiana Ave and the Merrifield Complex parking lot. Saturday set-up begins at 7:00 am and must be completed by 9:00 am.
8. **Closing/Tear Down:** Vendors are to remain open until 7:00 pm but may remain open until the end of the night's entertainment.
9. **Parking:** ONE Parking Pass will be given to the vendor during set-up the morning of the festival. After unloading, vehicle must be moved to the designated parking area in the Merrifield Complex parking lot or outside of the festival area.

For further information contact the Mishawaka Parks Office at 574.258.1664 or email Sally Obren at sobren@mishawaka.in.gov.

Summerfest Craft Vendor Application

Business Name: _____

Crafter / Artist Name: _____

Address: _____ City: _____ State: ____ Zip: _____

Phone: _____ Cell: _____

Email Address: _____ Website: _____

Please indicate if you would like electricity. Availability is limited. Yes _____ No _____

Describe in detail the items you wish to sell at this event. Each item must also have a picture included with the completed application. Please be specific.

Application and Rules Agreement:

I have read and will comply with the rules of the Summerfest Craft Vendor event and I will comply with all applicable laws. By signing I am also stating that all of the items submitted and that will be sold during the festival are handcrafted and original work made by the vendor indicated on the application. I understand that any vendor found selling items not made by them will be asked to leave the festival with no refund of space rental fee.

X _____
Craft Vendor Signature

Release and Indemnification Agreement:

For and in consideration of the City of Mishawaka allowing the person applying to participate in the Mishawaka Summerfest on June 28th, 2014, the participant hereby releases and agrees to indemnify and hold harmless the City of Mishawaka, Indiana, the Mishawaka Parks & Recreation Department, the Mishawaka Summerfest 2014 Committee, their agents, employees and officials from any & all actions, causes of actions, claims, damages, demands, judgments, executions, costs, expenses, including attorney fees, and all other claims for damages whatsoever which may hereafter be made, instituted, filed or recovered against the City of Mishawaka, Indiana, the Mishawaka Parks & Recreation Department, the Mishawaka Summerfest 2014 Committee, their agents, employees, and officials by the undersigned and any other person as a result of participating in this event. The person executing this release is duly authorized to do so on behalf of participant.

X _____
Craft Vendor Signature

Office Use Only: Receipt #: _____ Amount Paid: _____
--