



PARKS & RECREATION DEPT.  
VENDOR APPLICATION PACKET 2026  
VENDOR EVENTS & DATES

This is our vendor list for outdoor events with the Parks Department for 2026! Please note the **EARLY** and **LATE** registration fees. The late dates are FINAL for 2026. They are set to reflect the time it will take to ensure all applications are processed, the event is mapped, and that vendors get a minimum of 2 weeks' notice on location, set-up times, etc.

**Summer Concert Series**

Monday, Wednesday, Thursday, June 1, 2026 – August 20, 2026 | 7:00-8:30 pm, 7:00-9:00 pm

Battell Park, Ball Band Biergarten, Central Park | Mishawaka, IN

Multiple dates available June – August. Please specify which dates you are choosing. These dates are every first Monday, second Wednesday and Third Thursday of each month of the concert series. Every vendor approved will automatically be enrolled in the End of Summer Celebration on Thursday, August 20<sup>th</sup>. Please keep that in mind when applying.

**Early registration fee ends Friday, April 3, 2026:**

Arts & Crafts: \$20 | Retail: \$24 | Commercial & Networking: \$24 | Non-Profit: \$14

**Late registration fee ends Friday, May 1, 2026:**

Arts & Crafts: \$50 | Retail: \$74 | Commercial & Networking: \$74 | Non-Profit: \$64

**Independence Day Celebration**

Saturday, June 27, 2026 | 5:00-10:00 pm

Central Park, 295 E. Mishawaka Ave. | Mishawaka, IN 46545

Celebrate our Nation's Independence Day with us at our 10<sup>th</sup> Independence Day Celebration! The day will feature live music, food, arts and crafts, and fireworks!

**Early registration fee ends Friday, April 24, 2026:**

Arts & Crafts: \$50 | Retail: \$60 | Commercial & Networking: \$60 | Non-Profit: \$35

**Late registration fee ends Friday, May 8, 2026:**

Arts & Crafts: \$80 | Retail: \$110 | Commercial & Networking: \$110 | Non-Profit: \$55

**Christmas in July**

Saturday, July 11, 2026 | 6:00-9:00 pm

Ironworks Plaza, 230 Ironworks Ave. | Mishawaka, IN 46544

Why wait until December to celebrate Christmas. Join Santa and all his little helpers for an evening of Christmas fun at Ironworks Plaza. There will be a Santa photo booth, bumper cars, face painting, bicycle parade, food trucks and more!

**Early registration fee ends Friday, May 22, 2026:**

Arts & Crafts: \$30 | Retail: \$36 | Commercial & Networking: \$36 | Non-Profit: \$21

**Late registration fee ends Friday, June 5, 2026:**

Arts & Crafts: \$60 | Retail: \$86 | Commercial & Networking: \$86 | Non-Profit: \$41

**Mish! Fall Fest**

Friday, September 25, 2026 | 6:30-8:30 pm

Ironworks Plaza, 230 Ironworks Ave. | Mishawaka, IN 46544

We welcome fall with our new event Mish! Fall Fest. Bring the kids, friends and family down to Ironworks Avenue for a fun night of fall fun. Traditional fall games, music, inflatables, and beverage from the Ball Band Biergarten.

**Early registration fee ends Friday, July 17, 2026:**

Arts & Crafts: \$20 | Retail: \$24 | Commercial & Networking: \$24 | Non-Profit: \$14

**Late registration fee ends Friday, August 7, 2026:**

Arts & Crafts: \$50 | Retail: \$74 | Commercial & Networking: \$74 | Non-Profit: \$64

### Howl-o-ween Party

Thursday, October 8, 2026 | 6:00-8:00 pm

Rose Park, 1400 S. West St. | Mishawaka, IN 46544

Join us at Rose Park's new dog park for our Halloween themed party for man's best friend. Furry friends can enjoy treats and games, while humans get to enjoy food trucks, music and beverages.

#### **Early registration fee ends Friday, June 31, 2026:**

Arts & Crafts: \$20 | Retail: \$24 | Commercial & Networking: \$24 | Non-Profit: \$14

#### **Late registration fee ends Friday, August 28, 2026:**

Arts & Crafts: \$50 | Retail: \$74 | Commercial & Networking: \$74 | Non-Profit: \$64

### Boos & Brews, Haunted Brew Fest

Saturday, October 16, 2026 | 7:00-10:00 pm

Ball Band Biergarten, 230 Ironworks Ave. | Mishawaka, IN 46544

We don't want the adults to feel left out of the spooky season, so join us for the 21+ Boos and Brews, Haunted Brew Fest! We've invited local breweries to pour their favorites!

#### **Early registration fee ends Friday, July 31, 2026:**

Arts & Crafts: \$30 | Retail: \$36 | Commercial & Networking: \$36 | Non-Profit: \$21

#### **Late registration fee ends Friday, August 28, 2026:**

Arts & Crafts: \$60 | Retail: \$86 | Commercial & Networking: \$86 | Non-Profit: \$41

### Flannel Formal

Friday, November 6, 2026 | 6:00-9:00 pm

Ball Band Biergarten, 230 Ironworks Ave. | Mishawaka, IN 46544

Calling all our lumberjacks and lumberjanets, Flannel Formal is back for another year! Dress in your best flannel attire and head to the Ball Band Biergarten for axe-throwing, live music, drinks around the fire.

#### **Early registration fee ends Friday, August 28, 2026:**

Arts & Crafts: \$30 | Retail: \$36 | Commercial & Networking: \$36 | Non-Profit: \$21

#### **Late registration fee ends Friday, September 25, 2026:** \$315

Arts & Crafts: \$60 | Retail: \$86 | Commercial & Networking: \$86 | Non-Profit: \$41

### Winterfest

Saturday, December 5, 2026 | 5:00-8:00 pm

Ironworks Plaza, 230 Ironworks Ave. | Mishawaka, IN 46544

Join us for the annual Winterfest Celebration! One of the best events of the year, we will kick things off with a lighted parade and tree lighting at Ironworks Ave! The event will include food vendors, a holiday market, pictures with Santa, trackless train rides, ice carving, fire performers, axe-throwing, and of course, ice skating!

#### **Early registration fee ends Friday, October 2, 2026:**

Arts & Crafts: \$30 | Retail: \$36 | Commercial & Networking: \$36 | Non-Profit: \$21

#### **Late registration fee ends Friday, October 30, 2026:**

Arts & Crafts: \$60 | Retail: \$86 | Commercial & Networking: \$86 | Non-Profit: \$41



## PARKS & RECREATION DEPT. VENDOR APPLICATION PACKET 2026 VENDOR INFORMATION & RULES

**When applying for each special event, make sure to read each description of the event. Consider whether your business or product fits with the themes and specifics for each before applying. It is incredibly helpful for us when accepting vendors into events.**

### **HOMEMADE ARTS & CRAFTS**

All entries must be the original work of the artist/crafter renting the space. Purchased, pre-made merchandise or utilizing pre-made merchandise to make an item is considered a retail product and is not permitted under this category. **Kits, molded items, commercially manufactured goods, resale items, antiques, plants or any mass-produced good are NOT allowed in this category.**

### **RETAIL**

All entries must be products bought and sold from outside sources. These items are not handmade by the vendor. 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.

### **FOR PROFIT, COMMERCIAL & NETWORK MARKETING**

Commercial businesses and Network Marketing vendors that support the community and provide family-friendly products are considered. Booths that provide activities, interaction with families or demonstrations are encouraged. Vendor is solely promoting a business and will have no products for sale.

### **NON-PROFIT**

Organizations must have an IRS Tax Exempt {501(c)3} status and will be required to submit documentation at the time of submitting the application.

### **ALL VENDORS**

#### **Applications for Entry**

Complete and return the Vendor Application Packet via mail or drop off at the Mishawaka Parks and Recreation Dept. Office located in the Battell Community Center at 904 N. Main St., Mishawaka, IN 46545. Cash, check, card, or money orders accepted. Checks and money orders made payable to the City of Mishawaka. **Payment is due upon approval and acceptance of event application. Approval will be sent via email and will include a digital invoice for payment. Do not submit checks with the application.**

#### **Check-in & Set-up**

Check-in and set-up times will vary at each event. A Park Representative will contact you prior to the event for details. Typically, vendors will have 2 hours prior to the start of the event to set-up, unless otherwise indicated. Being on time is imperative for our programming, so please arrive on time for each event you are approved for. If you continue to be late or do not communicate regarding tardiness, we reserve the right to not include you in future events.

#### **Booth Space**

All booth set-up and items need to be **INSIDE** the 12'x12' area provided. All businesses or other activity must be conducted within the designated rental area only. No distribution, canvassing, flyers, nor vending of any kind by strolling through the festival. **Tents must be weighted and not staked down into the ground, due to the irrigation systems.**

#### **Closing & Tear Down**

Closing and tear down times will vary for each event. A Park Representative will be in contact with you prior to the event for details. Typically, tear down cannot begin until after the end of the event, unless otherwise indicated or arranged.

#### **Parking**

Parking is limited, and is first come, first serve. After unloading and setting up, vehicles must be moved to the designated parking areas outside of the festival.

**Refunds**

Application fees received from accepted vendors are **non-refundable, no exceptions.**

**Weather**

All of these events are outdoor events. In the case of inclement weather, a decision will be made to either cancel or postpone the event. A minimum of 48-hour weather check-in email will be sent out. However, the weather can change at any moment. Please be sure to check your emails the day of the event. Refunds are not awarded for weather cancellations.

**\*Note: Maximum of two (2) similar Retail, Commercial & Network Marketing vendors will be accepted.\***



**PARKS & RECREATION DEPT.  
VENDOR APPLICATION PACKET 2026  
VENDOR APPLICATION**

Business/Booth Name: \_\_\_\_\_ Date: \_\_\_\_\_  
 Contact Name: \_\_\_\_\_ Contact DOB: \_\_\_\_\_ Phone #: \_\_\_\_\_  
 Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Email: \_\_\_\_\_ Website: \_\_\_\_\_

**Indicate which event you are participating in.**

	<b>Homemade Arts &amp; Crafts</b>	<b>Retail</b>	<b>Commercial &amp; Network Marketing</b>	<b>Non-Profit</b>
<b>Summer Concert Series</b>				
June 1 <sup>st</sup>	June 10 <sup>th</sup>	June 18 <sup>th</sup>		
July 6 <sup>th</sup>	July 8 <sup>th</sup>	July 23 <sup>rd</sup>		
August 3 <sup>rd</sup>	August 12 <sup>th</sup>	August 20 <sup>th</sup>		
<b>Independence Day Celebration</b>				
<b>Christmas in July</b>				
<b>Mish! Fall Fest</b>				
<b>Howl-o-ween Party</b>				
<b>Boos &amp; Brews, Haunted Brewfest</b>				
<b>Flannel Formal</b>				
<b>Winterfest</b>				

Arts & Crafts and Retail Vendors: Describe in detail the items you wish to sell at the selected events: \_\_\_\_\_

Commercial & Network Marketing, Non-Profit Vendors: If providing a service, demonstration or activity, provide a description of your booth's activity, service or demonstration planned: \_\_\_\_\_

**Application & Rules Agreement**

I have read and will comply with the rules of the Mishawaka Parks Department, and I will comply with all applicable laws. By signing, I understand that any Arts & Crafts vendors selling items not made by them will be asked to leave the festival with no refund of space rental fee. I understand that any Retail vendor selling items not listed in original application will be asked to leave the festival with no refund of space rental fee. I understand that any Commercial or Network Marketing vendor selling any type of item or service will be asked to leave the festival with no refund of space rental fee.

Vendor's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Release & Indemnification Agreement**

For and in consideration of the City of Mishawaka allowing the person applying to participate in the Mishawaka Parks and Recreation Dept. Special Events in 2026, the participant hereby releases and agrees to indemnify and hold harmless the City of Mishawaka, Indiana, the Mishawaka Parks Dept., and their agents, employees and officials from any and all actions, causes of action, claims, damages, demands, judgements, executions, costs, expenses, including: attorney fees, and all other claims for damages whatsoever which may hereby be made, instituted, filled or recovered against the City of Mishawaka, Indiana, the Mishawaka Parks Dept., 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 the participant.

Vendor's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**FOR OFFICE USE ONLY:** Payment Date: \_\_\_\_\_ Invoice #: \_\_\_\_\_ Amount Paid: \_\_\_\_\_