Christmas in Iron Horse Park (Vendor Application)

**EVENT DETAILS:**

Event Name: Christmas in The Park

Date: November 29, 2024

Time: 4:00 pm – til close approximately 8:30 pm

Location: The Iron Horse Park (formerly The Depot on Melbourne Ave.), Logansport, Indiana

Deadline to Apply: October 31, 2024

**VENDOR CONTACT INFORMATION:**

Business/Clug/Organization Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contact Person:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contact Phone Number:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Contact Person Email \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Organization Address, City, State, Zip:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**WHO CAN PARTICIPATE:** Food and Drink Vendors, Crafters, Carolers, Musicians

Please check the ones that apply.

\_\_\_\_\_I am a crafter I sell \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_and I have provided 2 pictures of items that I sell.

\_\_\_\_\_I am a musician, choir or caroler.

\_\_\_\_\_I am a Food or drink vendor and have read and agree to the Vendor information provided.

**FOOD VENDOR PARTICIPATION INFORMATION:**

Setup Time: Vendors can start setting up at 2:00 pm.

Serving Time: Vendors must be ready to serve from 4:00 pm until goods are gone until approximately 8:00pm.

Alcohol Sales: Must have an authorized DORA Temporary Permit approved by Zoning Dept and Board of Works. Must have authorized DORA cup stickers. Stickers may be purchased from Logan’s Landing at the contact information provided.

Main Attraction: The lighting of the Christmas Tree ceremony will take place directly after the Light Up Logansport parade, approximately 7:00 pm.

Setup and Teardown: Directions for locations, setting up and tearing down will be provided once your application is approved.

Participation Fees: There is no charge for participation, and no fees for vendor sales. However, a $25 Trash Removing deposit is required upon acceptance of application for trash removal. It is completely refundable if no trash is left behind.

Proceeds: All proceeds benefit your business or organization.

**FOOD, DRINK & CRAFTER VENDOR RESPONSIBILITIES:**

Equipment: Vendors are responsible for their own power cords, chairs, equipment and 10 x 10 tents.

Power Cords: Only industrial power cords are allowed; surge protectors are not permitted.

Electrical Services: Vendors agree to use the on-site electrician provided by the Parks Department.

Food and Beverage: Vendors are encouraged to bring their fan-favorite food, snacks, and beverages for sale.

Permits: Food and drink vendors must provide proper permits as set forth by the Cass County Health Department or DORA Temporary permit from the State. Submit permit information to Logan’s Landing by October 31, 2024, using the contact information provided on this form.

Deposit: $25 Trash Removal deposit is due upon acceptance of this contract and is completely refundable if no trash is left behind.

Thank you for your interest in participating in “Christmas in Iron Horse Park”! We look forward to celebrating the holiday season together. We will contact you upon acceptance. If you have any questions or need further assistance, feel free to reach out to us.

\_\_\_\_\_\_**I WOULD LIKE TO BECOME A VENDOR, I HAVE READ THE RULES. I WILL PROVIDE DOCUMENTATION OF REQUIRED PERMITS.**

Initial

Vickie Lebo, President of Logan’s Landing Terri Brazzle, Executive Director