

**FRANCESVILLE FALL FESTIVAL**  
**SEPTEMBER 20, 21, 22, 2024**

Francesville’s annual Fall Festival is a 3-day, outdoor event that features arts & crafts, antiques, flea markets, trade shows, boutiques, and food vendors. Our entertainment schedule is brimming with many inexpensive, wholesome, fun-filled activities that keep festivalgoers coming back year after year. If you’re interested in being a vendor, please review the enclosed guidelines and promptly submit the registration form plus fees. Reservations are accepted on a first come first served basis. Food vendor spaces are limited to avoid duplication and tend to fill up quickly. If you have questions or concerns, feel free to call 219-869-1229.

- 1. **Advertising** is far-reaching and is accomplished using brochures, flyers, websites, social media, radio, and through the online *Indiana Festival and Travel Guide*.
- 2. **Booth Opening Times.** All booths are expected to be **open and ‘ready for business’ by 4:30 PM on Friday, 9:00 AM on Saturday, and 10:00 AM on Sunday.** Friday’s initial set-up time begins at 12:00 Noon. Please refrain from arriving too early.
- 3. **Booth Sizes and Fees.** Two booth sizes are available. If your booth does not fit these sizes, accommodation can be made provided notification is given when submitting the registration form.  
**10’ deep by 10’ wide is \$45.    10’ deep by 20’ wide is \$80.**
- 4. **Electrical Hook Ups.** Electricity is available for an additional fee. All vendors must bring their own extension cords. No spliced or daisy chain extension cords are allowed.  
**110V @ \$20    220V @ \$30.    (30 AMP Maximum)**

(Guidelines are continued on back)

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(Cut here and return.)

**ANTIQUE   ARTS & CRAFTS   FLEA MARKETS   TRADE SHOW   FOOD   BOUTIQUES   OTHER**  
**FRANCESVILLE FALL FESTIVAL REGISTRATION FORM/HOLD HARMLESS CONTRACT AGREEMENT**  
**ENTRY DEADLINE—September 16, 2024**

I assume responsibility for my own exhibit and agree to relieve the FRANCESVILLE FALL FESTIVAL, INC, the FESTIVAL COMMITTEE, and the TOWN OF FRANCESVILLE of liability for any damages beyond due care, including claims for loss, damage, or injury. I understand I am responsible for insurance on my merchandise and equipment at my own expense. I understand this is to include public liability. I agree to abide by the general rules set forth and assume responsibility for installing my booth.

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_  
NAME \_\_\_\_\_ DBA \_\_\_\_\_  
ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_  
PHONE \_\_\_\_\_ SPECIAL NEEDS \_\_\_\_\_  
NUMBER OF BOOTH SPACES: \_\_\_\_\_ 10’ x 10 space’ @ \$45      \_\_\_\_\_ 10’ x 20 ‘space @ \$80  
ELECTRIC HOOK-UP: \_\_\_\_\_ 110V @ \$20      \_\_\_\_\_ 220V@ \$30      **30 AMP Maximum**  
Cuisine (Please circle) American   Greek   Italian   Mexican   Asian   Vegetarian/Vegan   BBQ   Other  
LIST OF ITEMS TO BE SOLD.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\*\*\*SEND Fees and a **SEPARATE DEPOSIT CHECK PAYABLE TO: FRANCESVILLE FALL FESTIVAL, INC.**  
**Partial Payments/Post-dated Checks are not accepted.**      **NO CANCELLATION REFUNDS AFTER SEPT.16, 2024**

Mail Registration Form & Checks to:  
Francesville Fall Festival, INC.  
9639 W. 200S  
FRANCESVILLE , IN 47946  
Phone: 218-869-1229

2025 Festival Date:    September 19, 20,21  
2026 Festival Date:    September 18, 19, 20

5. **Deposit Fee**— **Nonfood vendors** must include a **separate \$25 deposit check** with the registration form. This check will be returned **if** the vendor stays all three days. Vendors leaving before 2:00 PM on Sunday will forfeit this deposit. Deposit checks can be picked up at the festival's information booth. **Food vendors** are required to include a **\$40 deposit check** with the registration form. All food vendors **are required to give the festival 10% of their gross sales**. The deposit fee will be applied toward the 10% gross at the close of the festival.
6. **Fire Extinguishers--** According to the International Fire Code, food booths having hazard areas including deep fryers, must have a Class K fire extinguisher in the booth. This extinguisher must have a tag indicating it has been inspected within the year. All other vendors must have an ABC type extinguisher with them.
7. **General Guidelines for All Participants.**
  - Proof of insurance and all necessary permits are available upon request. Food booths will be inspected by the County Health Officer.
  - Vendors are responsible for collecting and reporting taxes on sales, maintaining clean booths, and sweeping the space before leaving.
  - The Festival Committee has exclusive authority to determine the acceptability of materials.
  - Disruptive behavior, the sale of knives to those under the age of 18, smoking on the streets, silly string, snap pops, and similar items are prohibited.
  - All pets must be leashed.
  - Pellet guns may be sold providing the vendor posts signage stating guns cannot be opened on festival streets during the festival. Guns will be confiscated and held until the end of the festival if the purchaser does not comply.
  - Security is provided throughout the festival, including after-hours.



**FRANCESVILLE FALL FESTIVAL**  
Looking Forward to Seeing You in September!