

54<sup>th</sup> Annual

Vendor Keeps pages 1 and 2

**Cumberland Covered Bridge Festival  
Craft & Flea Market Application**

**September 6 - 8, 2024**

**Matthews, Indiana**

**Sponsored by the Matthews Lions Club**

**WHERE:** Cumberland Covered Bridge Festival Grounds  
11160 South 990 East, Upland, IN 46989

*This is northeast of Matthews on the  
north side of the Mississinewa River.*

**SET UP:** Wednesday, September 4<sup>th</sup> 8:00 am until 8:00 pm  
Thursday, September 5<sup>th</sup> 8:00 am until 9:00 pm

**SHOW HOURS:** Friday, September 6<sup>th</sup> 11:00 am until 9:00 pm  
Saturday, September 7<sup>th</sup> 9:00 am until 9:00 pm  
Sunday, September 8<sup>th</sup> 9:00 am until 4:00 pm (No early tear downs please.)

**PRICES**

**Outside spaces – you furnish your own tents and tables, 1 electrical outlet provided.**

Minimum 15' long x 20' deep is \$75 for the weekend. Any additional space will be rented in 5' lengths for \$10 per section. **(All spaces are 20' deep.)**

*Note: Please allow for trailer hitches, tent stakes, bumpers, vehicles, trailers, signs, etc. when figuring how much space you need. ALL must fit within your rented space.*

**Inside large tent spaces – 3 tables are furnished if needed, 1 electrical outlet provided.**

Approximately 10' x 10' is \$130 for the weekend.

New vendors please text/email a photo of your booth display, **if possible**.

Exhibitor's spaces will be rented on a first come first serve basis, with consideration given to returning exhibitors who return their contracts **by August 1<sup>st</sup>**, to hold a space for you. Any contracts received after the August 1<sup>st</sup> deadline will be placed in the first available space open and not guaranteed the same space. **Vendors can always pay a minimum deposit of 50% to hold the same spot for the next year's festival.**

**Exhibitors must be in their assigned spaces ready for customers by 11:00 am on Friday.** If for some reason as an exhibitor you cannot be ready by 11:00 am on Friday, please note this and the reason why on your returned contract or notify me at 765-506-0943.

We have limited space vendor parking for vehicles or campers of exhibitors inside the festival grounds. After the daily start time you may have to park in the free visitor parking areas.

Craft & Flea Market Chairman

E-mail: radioman468@yahoo.com

**Andy Henderson**

Phone/Text: 765-506-0943 **(Andy)(Please put a name in the text)**

7720 East 1050 South

Website: matthewscoveredbridgefestival.com

Fairmount, IN 46928

**PLEASE READ THE "Rules & Regulations" ON THE BACK SIDE**

## **Rules & Regulations**

- 50% deposit is required to reserve vendor guaranteed space. **NO REFUNDS!**
- You will receive **2 PASSES** good for all three days when you check in at the Lions information booth.
- Additional passes may be purchased for \$5.00 each.
- You may set up Wed., Sept. 6<sup>th</sup> from noon until 8:00 pm and Thurs., Sept. 7<sup>th</sup> from 8:00 am to 9:00 pm. Any exceptions to this must go through the Craft & Flea Market Chairman.
- **Return vendors please return your contract by August 1st to ensure your space. Any contracts received after August 1<sup>st</sup> will be guaranteed the same space and considered for any open space. New applications will be accepted on a first come first serve basis.**
- **Electric heaters are not permitted.** We reserve the right to limit the number of spotlights used on each display, inside or outside.
- **Electricity will not be furnished for private use in campers, motor homes, house trailers, etc. when not located directly on the rented space.**
- We are not responsible for lost or stolen items, but will have overnight security on the grounds.
- Absolutely **NO GAMBLING, ALCOHOL, ILLEGAL DRUGS or SOLICITING** on the premises!
- Any and all raffles are with special permission only. **(Talk to Lion Andy Henderson)**  
**No electrical cords are to be lying in the walkways.** All electrical cords are to be buried in a trench **(must dig yourself)** or covered by a non-trip covering that you provide.
- The Craft & Flea Market Chairman reserves the right to limit or exclude the numbers of vendors selling the same items.
- The Matthews Lions Club & property owners shall not be responsible for any injury or loss that may arise or come to the exhibitors, their employees, or their merchandise from any cause while on the festival grounds.
- **The exhibitor upon the request by the Craft & Flea Market Chairman shall immediately remove any items for sale or on display deemed objectionable.**
- The only food to be sold in the Crafts and Flea Market area will be food vendors approved by the Crafts & Flea Market Chairman. **This includes the sale of water or any drinks.**
- All vendors vehicles that do not fit into your rented space must be parked in the free exhibitors parking.
- **No exhibitor's vehicles will be driven into the Craft & Flea Market aisles after 11:00 am on Friday.** No vendor shall create a nuisance or unreasonably interfere with the quiet enjoyment of other vendors.
- Vendors are to leave their space in the same condition as found. Clean up trash and papers and place in the proper containers.
- As of 2013 no pets are admitted with visitors to the festival. As a courtesy to the Matthews Lions Club, **if you must have a pet with you, it MAY NOT be exposed to the festival area during festival hours.** The only exception would be a certified service dog, with proper papers.
- The Matthews Lions Club shall provide no dealer insurance. Each vendor shall be responsible for their own Insurance.
- Vendors shall comply with all laws and requirements of any government authority, federal, state, or local. Vendors shall indemnify and hold harmless the Matthews Lions Club from any and all liability due to failure to comply with any laws or regulations.
- The festival hours are as follows: **Friday 11:00 am – 10:00 pm; Saturday 9:00 am – 10:00 pm. Sunday 9:00 am – 4:00 pm.** The Matthews Lions Club strongly urges all exhibitors to honor the hours.
- The Matthews Lions Club through the Craft & Flea Market Chairman reserves the right to make such changes, further rules and regulations regarding the festival as it is deemed necessary and proper with all such actions becoming a part of this contract and binding upon the parties involved.
- We need the vehicle license plate number(s) of any vehicles you use to come and go in.

Paid \$ \_\_\_\_\_ Cash, Check or Money Order \_\_\_\_\_ **Send this form with Payment**

### Cumberland Covered Bridge Festival Contract 2024

\*\* Indicate that you have read and accept the "Rules & Regulations" by signing below.

Signature \_\_\_\_\_

DATE

Printed Name: \_\_\_\_\_

How many years have you been a vendor at our CBF? 0 1-5 6-10 11-15 15-20 20 or more

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone(s): \_\_\_\_\_

E-mail: \_\_\_\_\_

**What is the best mode to send next years contract? (CIRCLE ONE) TEXT EMAIL REGULAR MAIL**

Vehicles and License Plate Number(s) \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I will be selling the following items: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**CIRCLE** the total footage/amount of space, if you want an OUTSIDE space with electricity.

15' X 20' ----- \$75	35' X 20' ----- \$115	55' X 20' ----- \$155	75' X 20' ----- \$195
20' X 20' ----- \$85	40' X 20' ----- \$125	60' X 20' ----- \$165	80' X 20' ----- \$205
25' X 20' ----- \$95	45' X 20' ----- \$135	65' X 20' ----- \$175	85' X 20' ----- \$215
30' X 20' ----- \$105	50' X 20' ----- \$145	70' X 20' ----- \$185	90' X 20' ----- \$225

If renting an **OUTSIDE** space, indicate below what type of vehicle you will park ON your space for business.

**Circle one:** Car Pickup Truck Van Camper Other \_\_\_\_\_

Measurements MUST include hitches, bumpers, racks, etc. Total footage \_\_\_\_\_ ft.

Number of 10'x10' spaces needed if **INSIDE** large tent. **CIRCLE ONE:** 1 2 3 @ \$150 per space

If **INSIDE** large tent, will you need (**CIRCLE ONE**) 0 1 2 or 3 tables that we will provide?

Make out check to: Matthews Lions Club and mail with **this page only.**

Mail to: Andy Henderson E-mail: radioman468@yahoo.com

7720 East 1050 South

Fairmount, IN 46928

Phone or Text: 765-506-0943