

OFFICE USE ONLY:	
	Magnolia
	Oakwood Hall
	Sycamore Hall



PLEASE CHECK ONE:	
I have handmade items:	
I have buy/sell items:	
I have a combo of both:	

PORTAGE PARKS & RECREATION DEPARTMENT
2022 CHRISTMAS CRAFT SHOW

December 3rd and 4th

9:00am—3:00pm

Woodland Park—Portage, Indiana

Contact Person:		Phone Number:	
Business Name:		Booth Rental (10x10)	\$ 50
Address:		Table Rental, Each...	\$ 5
City, State, Zip		Electric/Wall Space	\$ 10
Email Address:		Total Paid:	\$
Type of Handmade crafts or direct-sales items you sell:			

- ◆ Early setup is Friday, December 4th from 4-8 pm. Doors will open for vendors on Saturday and Sunday at 8am.
- ◆ Handmade craft booths are in the Oakwood hall and buy/sell booths are in the Sycamore Hall. First come, first served.
- ◆ Make checks payable to **Portage Parks Department**. Mail completed form and payment to: Portage Parks Department, 2100 Willowcreek Rd, Portage, IN 46368. **Each vendor must submit their own payment.
- ◆ For additional information, please call 219.762.1675. Additional registration forms are available on our website at www.inportageparks.com.

RETURNING VENDORS have until April 16th, 2021, to retain their previous booth. After that time, booths will be open to the public.

I do hereby hold harmless all event employees, the Portage Parks Department, and the City of Portage from any responsibility for lost or stolen items, damaged items, theft or any other act. I understand that if I cancel or fail to set up anytime during the two-day event, I will lose my booth space for the following year. All booth spaces are nonrefundable. The Park Department reserves the right to refuse the sale of any items. **X** _____

Receipt #: _____