



INDIANA UNIVERSITY

KOKOMO

1st ANNUAL CAMPUS STROLL

Presented by
IU Kokomo Staff Council

All proceeds from the show go towards student scholarships and campus improvements

Place: **INDIANA UNIVERSITY KOKOMO**
Kelley Student Center

2300 South Washington
Street
Kokomo, Indiana 46902

Date: Saturday, June 9, 2018

10:00 a.m. to 4:00 p.m.

INDOOR 10 x 10 ft. SPACE

Booth

Rental: \$60.00 - without tables
\$65.00 with 1 table

\$70.00 with 2 tables

OUTSIDE 15 ft. WIDE SPACE

Booth

Rental: \$60.00 no tables or
electricity provided.
Generators can be used.

Attached you will find an application for the 1st Annual IU Kokomo Staff Council Campus Stroll. We have more than 80 booths inside and more than 90 booths outside for rental. There are a limited number of tables and chairs available on a first come, first serve basis for **inside** booths only. Outside booths can accommodate popup tents 10X10 or 10X12 anything larger would require two space rental, you must provide your own tent. Outside booths do not have electricity. There will be plenty of room between booths to allow your shoppers to shop in comfort.

Please read:

- All applications, including returning vendors, **will be juried by the Committee.** Participation in the 2017 show does not constitute automatic participation into the 2018 show.
- **Your application must be accompanied by a picture(s) of your merchandise(s).** These photos will not be returned.
- We reserve the right to limit the number of spaces in any particular category. Please remember to include an accurate description of your product on the application.
- **We are accepting hand-crafted and direct sales item along with Food Trucks.** This can include HANDMADE JEWELRY, SHABBY CHIC, ARCHITECTURAL SALVAGE, INDUSTRIAL CHIC, FOLK ART, COUNTRY CHIC, RUSTIC WEDDING, COTTAGE, FRENCH COUNTRY, RUSTIC CHIC, FARMHOUSE MODERN, GLAM DECOR, WHIMSICAL, GARDEN DECOR, VINTAGE & GLOBAL CHIC, COASTAL DECOR, REPURPOSING, UPCYCLING, REFRURBISHED AND ANY DIRECT SALES ITEMS
- Because of procedural changes, vendors will not be able to sell any homemade food items without prior approval. Staff Council reserves the right to make necessary changes without prior notification.
- We also require that all tables inside to be skirted.
- Trailers need to be parked near the parking garage. **Set up time on Friday will be for indoor vendors only and will be from 5:15 p.m. to 7:30 p.m. Set up time for remaining indoor and all outdoor vendors will be Saturday will be 7a.m. to 9:45 a.m. Do not start unloading until that time.**
- No IU trademarks can be displayed on your crafts unless you have bought the IU license through IU Bloomington. **Any university trademarks (Purdue, Ball State, etc.) must have prior approval to use, and you must bring your license with you.**
- **Please mail the completed application and pictures of your items to the name and address listed at the bottom of the application, or email them to lmulkey@iuk.edu.**
- **Please do not send any money with your application.** If your application is accepted, you will receive a confirmation letter with invoice will indicate the amount due for booth rental.

If you are a vendor wishing to return to the craft show, and want the same booth, you must submit your application by January 5, 2018 for consideration.

If you are a vendor, please do not park in handicap unless you have a handicap plate or tag. Please do not block the ramps when unloading your items during set-up. On the day of the show, please park in the parking lot next to the parking garage to allow room for all shoppers.

The Craft Show will be advertised in area newspapers, on campus, and at various businesses, on Facebook The **University Cougar Country Cafe will be opened between 8:00am-2:00pm during the Show.** IU Kokomo has ample parking spaces and plenty of room between each booth for easy shopping.

If you have any questions, please contact LeeAnn Salmons at lmulkey@iuk.edu.



INDIANA UNIVERSITY

KOKOMO

1st Annual Campus Stroll Application

Please **print** clearly

Date: _____

Name: _____

d/b/a: _____

Phone: _____

Complete Address: _____

Email Address: _____

Type of Merchandise(s): _____

INSIDE BOOTH INFO

No. of Tables (1) ____ (2) ____ No. of Chairs: ____ Electricity: Yes ____ No ____

(Do you want 6ft or 8 ft. tables?) _____ (Booths 1-22 will receive 6 ft. tables)

OUTSIDE BOOTH INFO (TENTS ARE NOT PROVIDED)

Tent Size (10X10) ____ (10X15) ____ Other: ____

FOOD TRUCKS: County that holds your board of health certificate: _____

Additional Comments:

IU Kokomo will provide security officers until 10:30 p.m. on Friday evening, and the Kelley Student Center will be locked after hours. However, IU Kokomo Staff Council is not liable for lost or stolen items. By signing this application, you are agreeing not to hold the Trustees of Indiana University, Indiana University Kokomo and IU Kokomo Staff Council liable.

Signature

Date

A booth inside the size is approximately 10 x 10 and outside will accommodate up to a 10X15 tent and allow customers space to shop. If you use a larger tent you will need two spaces. Please use the back of this application to sketch the layout of your booth. We use this information to help us place vendors in booths according to their display and set-up design.

Please mail your application to:

Indiana University Kokomo
c/o IUK Staff Council
Attention: LeeAnn Salmons, KC-234
2300 South Washington Street, P.O. Box 9003
Kokomo, IN 46904-9003

OR

E-mail your application and pictures to: lmulkey@iuk.edu.

On behalf of IU Kokomo Staff Council, we thank you for your interest in our Show. We look forward to working with you.

FOR STAFF COUNCIL USE ONLY

Application Received:

Inside Booth Number: _____ #Tables: _____ #Chairs: _____ Electricity: _____

Outside Booth Number: _____ #10X10 Tent: _____ #10/15 Tent: _____ Other: _____

Amount Due: _____ Invoice Date: _____ Paid Date: _____ Check Number: _____

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