

**Elwood Chamber of Commerce**  
*presents its. . .*

**2023 Halloween**  
**Spooktacular**

**Saturday, October 28**

**2:00–6:00 p.m. / Callaway Park**

**SETUP: Noon-1:30 p.m. / TEARDOWN: Starts 6:00 p.m.**



**VENDOR APPLICATION**

Company/Vendor Name \_\_\_\_\_

Booth Attendant Name/s \_\_\_\_\_

Address, City, State, Zip \_\_\_\_\_

Phone Number/s \_\_\_\_\_

E-Mail Address/es \_\_\_\_\_

Type of Vendor: CRAFT  ARTIST/AUTHOR  FOOD  OTHER  TRUNK-OR-TREAT

There is no charge for Trunk-or-Treaters.

Please describe your products or services.

**NOTE:** Booths are 10x10-feet (100 square ft.) and vendors are responsible for their own furnishings. See reverse side of application for rules and general information.

		<b>AMOUNT DUE</b>
<b>Chamber Member:</b>	Number of Spaces _____ x \$20.00 =	\$ _____
<b>Non-Chamber Member:</b>	Number of Spaces _____ x \$30.00 =	\$ _____

**PAYMENTS:**

Booth fees are due with submission of application and are payable by cash, check, credit card, or PayPal.

**To pay with PayPal**, visit <https://www.paypal.com/paypalme/elwoodchamber> and click the “SEND” button to log in to your own PayPal account. Then enter the amount you owe and follow the prompts.

**To pay by credit card**, call the Chamber at **765-552-0180**.

**Please mail or drop off application & check (payable to “Elwood Chamber of Commerce”) to the Elwood Chamber, 108 S. Anderson Street, Elwood, IN 46036.**

**Application & payment must reach the Chamber by 3:00 p.m., Wednesday, Oct. 18.**

## GENERAL INFORMATION

**Booth dimension:** Vendors will be allotted 100 square feet (10 feet deep and 10 feet wide).

**Booth furnishings:** Vendors are responsible for their own furnishings. The event will be held outside, so pop-up tents are advised.

**Setup:** Setup may begin at noon the day of the event and must be completed by 1:30 p.m.

**Setup for Trunk-or-Treaters:** Setup may begin at 4:00 p.m. and must be completed by 5:30 p.m. Trunk-or-Treat participants will be directed to their booth location when they arrive at the park.

**ALL BOOTHS MUST REMAIN OPEN DURING SCHEDULED HOURS.  
NO LATE ARRIVALS OR EARLY DEPARTURES CAN BE ALLOWED.**

**Breakdown and cleanup:** The children's Halloween parade begins promptly at 6:00 p.m., followed by Trunk-or-Treat. To accommodate these activities, breakdown will begin at 6:00 p.m., and cleanup must be complete by 7:00 p.m. (Early breakdowns are not permitted.)

**Refunds (less 10% cancellation fee):** Refunds must be requested in writing to the Elwood Chamber and received by Friday, Oct. 13, 2023. Accepted applications are non-transferrable and non-refundable.

**Liability:** The Elwood Chamber of Commerce is not responsible or liable for injury, theft, loss, or damage to property before, during or after the event's hours. Participants are responsible for the security and safety of their sale items at all times.

**Questions:** For more information, please contact the Elwood Chamber of Commerce at (765) 552-0180 or [elwoodchambermanager@gmail.com](mailto:elwoodchambermanager@gmail.com).

**NOTE: The 2023 Halloween Spooktacular WILL NOT be canceled, suspended, or postponed due to inclement weather.**

***Thank you for choosing to be part of the Elwood Chambers' 2023 Halloween Spooktacular!***

**REMINDER:**

**DEADLINE FOR RECEIPT OF REGISTRATION  
AND PAYMENT IS NOON, WEDNESDAY, OCT. 18, 2023.**



**108 South Anderson Street / Elwood, Indiana 46036 / (765) 552-0180**