

Welcome to the Hometown Market!
Email: HometownMarketNWI@gmail.com

2025 Market Season: Hometown Happenings Inc. is excited to introduce the 2025 Hometown Markets! All events take place in the **Industrial Building of the Lake County Fairgrounds**, 889 S. Court St, Crown Point, IN. The one exception is the Nite Market which will be in the Show Pavilion at the Fairgrounds. We are now accepting applications for the following:

- **Hometown Market Bundle** – SAVE 25% on all 8 Markets & your business will be listed on Shirt!
- **Hometown Winter Market** – Fri, Jan. 31st, 5-9p & Sat, Feb. 1st, 10a-4p
- **Hometown Shamrock Market** – Fri, Mar 14th, 5-9p & Sat, Mar. 15th, 10a-4p
- **Hometown Mother's Day Market** (1 Day). Sunday, May 11th, 9 am - 2pm
- **Hometown Liberty Market** (1 Day) Wednesday, June 25th, 5-9p
- **Hometown Nite Market**, (1 Day) Sat. Aug. 16th, 5-9p, Show, Pavilion
- **Hometown Hocus Pocus Market ONLY**, Fri, Oct. 24, 5-9p & Sat, Oct. 25th, 10a-4p.
- **Hometown Santa Market**, Fri, Dec. 5th, 5-9p & Sat, Dec. 6th, 10a-4p

What is the Hometown Market? The Hometown Market features unique craft, artisan, and boutique vendors, and offers a variety of quality food vendors, adult drinks, and a stage area for live entertainment, demonstrations, and kid friendly activities. \$5 entry fee for adults. Kids 12 & under & US Veteran free.

How do I apply? Please read these guidelines and then fill out the 2025 Application. Applications must include social media & website links; plus, a detailed list of products you intend to sell. Please also attach a photo of a recent booth setup. Recent photos will be grabbed from your sites to help promote you & the Market. Applying does not guarantee that you will be selected.

The Market focuses on vendors who offer unique or handmade items in addition to food vendors. Applications are regularly reviewed by the Market Committee. Vendors are accepted based on many factors including product type & quality of merchandise. We only accept a limited number of vendors by product type in order to ensure uniqueness. This does not mean you will be the only vendor in your trade and other vendors may have the same product. The ultimate decision is made by the market staff, and they have the right to reject any and all applications

If you change the product line from what you submitted in your application, this change must be approved by the Market Team prior to the Market and any unapproved items may be removed from your booth.

Food vendors: Any vendors selling food, food items, packed foods, or items for consumption must follow Lake Co. Health Dept. guidelines & provide a copy of their Lake Co. Health Dept. Permit if it is required. The Lake Co. Health Dept. will visit the Market. If a vendor is in violation of the health department code, they will be removed from the market until the requirements set out in the code are met. No refunds will be given.

Food concessions must obtain a current Health Permit from Lake County Health Dept. A permit can be obtained at: Lake Co. Health Department, 2900 W. 93rd Avenue, Crown Point, IN 46307. 219-755-3655. Request to speak with the food division.

Insurance and Permits: If you are selling anything that will be consumed or applied to the body, you are required to carry insurance and provide a Certificate of Coverage and a form from your insurance company listing Hometown Happenings Inc. as an additional insured. Vendors must obtain & display any. State or local Board of Health permits or certificates. You are responsible for collecting & remitting your own sales tax.

How do I know I am accepted? We will email to let you know either way. If accepted, you will receive an invoice via the mail address you provide. **The invoice is due within 2 days, or a \$25 late fee will be imposed. Booths will not be held until the invoice is paid.**

Fee: Prices vary for 10x10 vendor space depending on the Market chosen.

Booth Space & Fee. Prices vary per Market for a 10 x 10 space. ***A vendor bringing a truck or trailer or requiring more than a 10 x 10 space will be required to pay for additional space.***

Vendors are responsible for the set up and take down of their own booth. Tents or their framework are optional. Vendors must furnish their own tables, chairs, and other display arrangements. Participants must have a sign stating the name of their business. All tables need to be covered with a tablecloth, preferably to the floor. All storage bins and boxes should be out of sight and need to be stored under booth tables or in vehicles. Electricity is available on a limited basis but only if your booth requires it. (See application).

Vendor Code of Conduct: Vendors must conform to all rules put in place by the Market Team. Profane language and offensive/abusive behavior will not be tolerated and results in immediate removal from the market & future markets. Vendors may not harass customers, fellow vendors, or staff. Vendors may not solicit outside their designated space or advertise anything that has not been approved in this application. No smoking is permitted within your booth space. Pets, other than service animals, are not permitted. Any damage done by the vendor to the event space, or its property will be paid by the vendor.

Occupants of spaces at this market must conform to the market rules at all times. The market staff have full authority to enforce all rules. Any occupant failing to comply may have their space declared vacant. Only ONE vendor is allowed per space. Vendors cannot share/split a space with another vendor.

Where will my space be? The Market will notify you of your booth space before setup. The Market Team will make every attempt to accommodate preferences in booth locations but will reserve the right to reassign or move vendors based on the Market layout requirements.

What if I have to cancel? Assigning spaces ahead of time gives us the opportunity to create a layout best suited for vendors and for market attendees. Should you not be able to attend a market, advanced notice is required via email with 7 days' notice. Not giving enough notice may affect your participation in future markets. There will be **no refunds** issued due to cancellations.

Setup Times: will occur the night before the event and several hours before the event on event day. Specific instructions and details will be included in emails to the vendors leading up to the event. The Market will notify you of your booth space before setup. The Market Team will make every attempt to accommodate preferences in booth locations but will reserve the right to reassign or move vendors based on the Market layout requirements.

When can I pack up? For ALL Markets, vendors may ONLY begin breaking down your space or vendor tables at the close of the market. Do not drive in to pack up until all guests have left the Market. Vendors may not sell, solicit, or continue any market activities after the Market's close. All vendor-related trash must be removed at the end of each market.

Cancellation Policy: The market is rain, snow or shine. **No refunds** will be issued should the Market have to cancel due to weather or unforeseen circumstances as expenses related to the Market have already been spent. The Market staff will notify the vendors in a timely manner as information becomes available.