



VENDOR INSTRUCTIONS AND GUIDELINES FOR DOG DAYS OF SUMMER

EVENT DETAILS:

- **Date:** Thursday, July 17th
(Rain date: Friday, July 18th)
- **Time:** 5 PM to 9 PM
- **Location:** Kokomo Humane Society
(729 E. Hoffer St, Kokomo)
- **Tickets:** Vendors do not need to buy entrance tickets
- **Contact:** r.wright@kokomohumane.org
or 765.452.6224

ARRIVAL AND SETUP:

1. **Arrival Time:** Please arrive anytime after 3:45 PM.
2. **Entrance & Parking: Vendors must enter at entrance #1 (Big Gate).** After unloading your items you may choose to leave your car by your booth or park your vehicle in one of the designated areas:
 - Shelter at CAFE parking
 - Inventrek Technology Park (700 E Firmin St, Kokomo, IN 46902)
 - UAW Local 685 – American cars ONLY (929 E Hoffer St, Kokomo, IN 46902)
3. **Check-In:** Upon arrival, check in with us by the Love Bus.
4. **Setup:**
 - All vendors are free to set up and choose their own spot at the vendor area, see map.
 - Vendors are responsible for bringing all necessary setup materials, including tables, chairs, and tents.
5. **Deadline for Setup:** All vendors must be fully set up by 4:45 PM.

END OF EVENT & BREAKDOWN INSTRUCTIONS

1. **Event End Time**
 - The event ends at 9:00 PM.
 - Do not begin packing up before 9:00 PM to ensure attendees enjoy the full experience.
2. **Breakdown**
 - All vendors must dismantle and clear their booths by 10:00 PM.
3. **Trash Disposal**
 - Dispose of all trash in the designated bins.
 - Please leave your area clean.

See additional details
and event map below





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ADDITIONAL INFORMATION

Restrooms:

- Outdoor porta-potties will be available, including a handicap-accessible option.

Outlets:

- No electrical outlets will be provided.

Beverage Vendors:

- No alcohol vendors are permitted due to an exclusive agreement with Kokomo Alehouse.

Event Promotion:

- Please help us spread the word by promoting the event on your social media pages.

Accessibility:

- The yard area may be uneven in some spots—please plan accordingly.

Bad Weather:

- Our rain date is Friday, July 18, at the same time.
- All vendors will receive a text reminder and any last-minute updates the day before the event if bad weather is expected.
- Please also check our Facebook page for updates.

Contact Information

- Before the event: Email r.wright@kokomohumane.org for questions or concerns.
- On-site support: Any staff member near the Love Bus can assist you.

Thank you for being part of Dog Days of Summer!
We appreciate your participation and look forward to a fantastic event!

