

# Press release



**UTTERLY SIMPLE  
EVENTS  
UPCOMING  
2025 & 2026  
CRAFT & VENDOR  
SHOWS**



## The information below contains everything you will need to understand who we are, what we do, and how our events work!

Thank you for your interest in attending our events! Below is information on the events that we have scheduled for the remainder of the 2025 year as well as some that are already scheduled for 2026.

If you are interested in joining us as a vendor at any of these events please be sure to return the information at the end of this letter via email to [utterly.simple.events@gmail.com](mailto:utterly.simple.events@gmail.com)

While I realize that the fees for some of these events may seem a little higher than some other events, please keep in mind that all of these events are organized by volunteers to provide additional opportunities for crafters, vendors, and small business owners to not only make sales, but also to establish a new clientele base in areas that they may not have utilized before.

The vendor fees are developed by adding all of the expenses for the event (including venue rental, liability insurance for everyone at the event, signs and other marketing expenses, entertainment for the event, etc.) We then divide that by the number of vendors. I am a vendor myself and I understand the struggle, but this seemed to be the best way to help everyone. We also try to have a 'featured nonprofit' at each event that we try to raise money and collect donations for as well as free activities for the kids in the community who attend. *If there are any financial difficulties, I NEVER turn away a vendor for not being able to pay the full registration fee. Should this apply to you please let me know. If you have any questions at all, please don't hesitate to reach out!*

Part of the vendor fees go towards advertising expenses for the events. In addition to the sites listed below, I also include all events on my own website as well as our various social media pages. This also includes a "vendor sneak peek" on the website where your products are advertised for potential customers.

New this year, we will be posting daily vendor features on all social media pages to introduce your business and products!!!

Please feel free to visit this site at <https://www.utterly-simple-events.com/>

Facebook page at <https://www.facebook.com/UtterlySimpleEvents/> .

Instagram page <https://www.instagram.com/utterlysimpleevents/>

TikTok page <https://www.tiktok.com/@utterlysimpleevents>

Included below you will see additional means of advertising these events:

<https://www.yelp.com/events>

<https://www.eventbrite.com>

<https://allevents.in/harrisburg>

[www.upcomingevents.com](http://www.upcomingevents.com)

[http://showlister.com/list\\_your\\_event\\_craft\\_festivals\\_fairs\\_art\\_shows\\_street\\_fair.html](http://showlister.com/list_your_event_craft_festivals_fairs_art_shows_street_fair.html)

We also advertise with various newspapers, radio stations, etc. Flyers for events are shared electronically to vendors as well as mailing lists. Signs are posted about a month before each event (I am also looking into getting bigger signs for the upcoming year as well.)

We have a mailing list of over 900 people that we send personalized invitations to via email for them to “save the date” or to ‘rsvp’ for an event.

\*\*\*If you have ideas for additional locations to advertise at please let me know!!!

\*\*\*Should you choose to attend one of our events, you will receive several emails with advertising information for you to share as well. I always emphasize the fact that “advertising is really a team sport” if we want these shows to be successful.

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Each of our events has a ‘theme’ to it. We also try to host a “Featured Nonprofit” at each event as well. With this we try to get donations for them as well as have raffle drawings with donated items from vendors to raise money for the organization as well.

In addition to this, I do my best to ensure that each event has free activities for the kids that come there, such as trick or treating at our Halloween show, or Easter egg hunting at the Spring show. This assists in drawing out a bigger crowd. Finally, last year we began adding some form of entertainment, whether it be a band, or character such as Santa Clause at each of the events as well. While these things can increase the vendor fees, it has been worth it and beneficial with drawing in a larger crowd.

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## **2025 Events**

**“2025 Annual Halloween Craft & Vendor Show in the Park”** is scheduled for October 25, 2025 from 9am – 2pm (If needed, rain date will be on November 1, 2025) at Houck Manor Park, in (West Hanover Township), 628 Walnut Ave, Harrisburg, PA 17112. At this event we encourage children to wear their Halloween costume and "trick or treat" at each of the vendors tables. In the past this has always brought out a great crowd.

The featured vendor for this event is The Furry Friends Network. In addition to collecting donated items for the organization we will also be raffling off prizes to raise money for them as well. If you are able to donate a raffle item, it would be greatly appreciated!!!

This event, like our spring one, is very popular and one of our biggest of the year. Typically we will reach capacity with vendors, and then move to a waitlist. With most of our outdoor events we do not measure out the spaces, however with this event filling up as it normally does, we do limit excess space. If you do need a great deal more room, then two spaces would be required. Feel free to reach out with any questions.

Vendor fee - \$45

## **2026 Scheduled Events**

\*\*\*I am working on finalizing some remaining details for these events as they were just recently scheduled. Once the featured nonprofit organization, entertainment, theme, etc. are determined, I will get that information out to you.

**“2026 Annual Spring Outdoor Craft & Vendor Event”** - is scheduled for April 18, 2026 from 9am-2pm (4/25/26 will be the rain date if needed) at Houck Manor Park, in (West Hanover Township), 628 Walnut Ave, Harrisburg, PA 17112. During this event we also have an Easter Egg hunt for the children there as well as guest appearances throughout the day from the Easter bunny himself.

Vendor fee - \$45

**“2026 Mother’s Day Craft & Vendor Show”** will be held on Saturday May 9, 2026, with a rain date of May 16, 2026, if needed. The venue for this event will be held at Patriot Park (161 Patriot Way, Hershey, Pa 17033). The time of the event will be 9am – 2pm. If you are not familiar with this location, it is to the right of South Hanover Township Building, off of Linglestown Rd, and about a minute from Hershey Park. This is a highly trafficked area given its location.

Vendor fee - \$45

**“2026 Annual Halloween Craft & Vendor Show”** is scheduled for October 31, 2026 from 9am – 2pm (If needed, rain date will be on November 7, 2026) at Houck Manor Park, in (West Hanover Township), 628 Walnut Ave, Harrisburg, PA 17112. At this event we encourage children to wear their Halloween costume and "trick or treat" at each of the vendors tables. In the past this has always brought out a great crowd.

Vendor fee - \$45

## **Some key things to keep in mind...**

Spaces are filled on a first come first serve basis!

In order to be a 'registered vendor', we need to have both the signed contract as well as the invoice completed. It is difficult to have to chase vendors down to get them to sign a contract so that they can be moved to the 'registered vendor column' for an event.

Direct sale companies can only have one rep present per event. (This includes permanent jewelry vendors as well!!!) If you have expressed interest in attending an event, however, have not completed the registration paperwork and another rep comes along, that space will be offered to them as long as they return the paperwork for it.

Food trucks must provide a copy of their menu or list of foods that they will be serving to ensure that there is a variation of food being offered at an event rather than having two trucks serving the same thing.

Crafters, it is very important that you provide a list of all types of items that you are selling. I try to limit the same 'type' of vendor to 2-3, depending on the event. The problem that I have run into however, is that a vendor will tell me that they sell crochet items, for example, but actually they sell crochet items, keychains, tumblers, and permanent jewelry. Regardless of if you have been attending events with me for five years, or if this is your first event, please make sure that I have a list or updated list for returning vendors, of all of the items that you are selling.

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## **REGISTRATION:**

If you are still interested in setting up as a vendor at any of our events, there are two ways to do so. The first is by clicking on the following Google Doc and completing the requested information:

**Vendor Registration Form Link:** <https://forms.gle/BQ8J6LsNwq9iZ3s1A>

If you have any additional questions or prefer to submit your responses via email, please send the answers to the following questions below to [utterly.simple.events@gmail.com](mailto:utterly.simple.events@gmail.com)

**Your Name:**

**Business Name:**

**Types of products you sell: (please include everything in this description – as specific as possible such as type of jewelry, knitted items, glass and/or wood items, food items including a menu, etc.)**

**Email Address:**

**Website and/or social media links:**

**Are you a direct sales representative? If so, company name (Avon, Mary Kay, etc.) Handcrafted items are not direct sales!!! –**

**Which event(s) are you interested in attending?**

**Will this be your first event hosted by me?**

**Do any of your products contain alcohol?**

Our outdoor event spaces are not measured out. That being said, if you need more than a traditional 10x10 space, that is ok. We only ask that you do not go overboard with your set up. Indoor spaces are measured out and marked 10x10's. If you need two spaces, please note that in your email with your information.

Tables, chairs, canopies, etc., are your responsibility to supply.

If you have any questions, please do not hesitate to reach out.

**\*\*\*Please be mindful of scammers!!! All payments are done through Square.com (not paypal or venmo, etc). I also provide a vendor contract so that you will have the agreement in writing as well!!!**

