



March 25, 2026

Dear Vendors:

As we prepare for Lincoln University's 2026 Spring Fling, you are invited to participate in the dates of the upcoming event(s):

Merchandise & food vendors interested in vending during Spring Fling (Wednesday, April 15th to Friday, April 17th) may do by submitting a vendor application no later than **Wednesday, April 1, 2026**.

Upon approval, you will be directed to pay the appropriate fee as stipulated by the attached Vendor Application Form by Monday, April 6th. **Due to changes in our vendor set-up process**, we have a limited number of spaces available this year for vendors. We are inviting you to participate each day, however, if you cannot, please let us know which days you plan on attending, by completing that section on the application. **Please note that there is not a separate fee per day.**

As a reminder, food vendors must secure a certificate of liability insurance by Monday, April 13, 2026. Vendors will participate during the following times:

| | |
|-------------------------------------|---|
| Wednesday, April 15 th : | set-up 9:00 am – vending starts at noon |
| Thursday, April 16 th : | set-up 9:00 am – vending starts at noon |
| Friday, April 17 th : | Vending starts at 11:00 am and concludes at 12:00 am. |

**** Unfortunately, tables are not provided, but each vendor is allowed to bring up to two (2) tables. ****

Vendors are not allowed to park in the vending area, cars are only permitted to load/unload in the space. Public safety will ticket and/or tow your vehicle if you fail to follow parking regulations on campus. Vendors are responsible for appropriate cleanup and disposal of all materials.

Vendors selling merchandise with any Lincoln logo, seal, or mark must be licensed via CLC Brand Manager. All merchandise with logo, seal, or mark will need to be pre-approval through CLC. Licensing information can be found at [University Branding | Lincoln University](#) and then scroll down to Licensing.

Please note that vendors who fail to submit payment or obtain their licensing by the deadline will not be permitted to vend and will lose their spot.

If you should have any questions,
please feel free to email us at studentlife@lincoln.edu or cricketts@lincoln.edu .

We thank all vendors for their continued support and service to our students. The Student Life and Development Office looks forward to working with you to make this event successful.

With Lincoln Lion Pride,
Division of Student Success
Office of Student Life & Development
Lincoln University 1570 Baltimore Pike
Lincoln University, PA 19352 Office: Student Union Building (SUB) 130
(484) 365-7702(office)



**VENDOR APPLICATION
2026 SPRING FLING
APRIL 15-17, 2026**

Name: _____ Telephone: _____

Company Name: _____

Address: _____

City/State/Zip: _____

Email Address: _____ Fax: _____

Please provide a detailed description of the merchant products/foods items you plan to sell or advertise: Feel free to send menus as a separate attachment. **Selling food/merchandise that does not match what is on the application will result in termination of agreement and future vending opportunities without refund.**

Lincoln University Does Not Provide Tables or Table Cloths

The dates that are currently available for vending are: April 15th, April 16th, and April 17th.
Please check all dates below that you are interested in vending at Lincoln University.

****This form must be received no later than 5:00pm on WEDNESDAY, APRIL 1, 2026****
Please email the form to both studentlife@lincoln.edu and cricketts@lincoln.edu.

| | |
|--|--------------------------------------|
| <input type="checkbox"/> WEDNESDAY, APRIL 15, 2026 | <input type="checkbox"/> Food |
| | <input type="checkbox"/> Merchandise |
| <input type="checkbox"/> THURSDAY, APRIL 16, 2026 | <input type="checkbox"/> Food |
| | <input type="checkbox"/> Merchandise |
| <input type="checkbox"/> FRIDAY, APRIL 17, 2026 | <input type="checkbox"/> Food |
| | <input type="checkbox"/> Merchandise |

| | |
|------------------------------|-----------|
| Food – 1 Day Rate | \$ 500 |
| Merchandise – 1 Day Rate | \$ 250 |
| | |
| Food – Multi Day Rate | \$ 850 |
| Merchandise – Multi Day Rate | \$ 500 |
| | |
| Total: | \$ |

By signing and submitting payment/application, I agree to adhere to the information provided in this letter, the Office of Student Life and Development, and Lincoln University.

Signature: _____ Date: _____