

Peckerwood Garden's 1<sup>st</sup> Annual

## Budding Out Festival

Featuring a diversity of plant vendors plus arts and crafts, food, entertainment, and more  
among the beauty of Peckerwood Garden!

### Booth Registration for Vendors and Organizations

We hope to make the Budding Out Festival a spring tradition at Peckerwood Garden. We aim to expand on our vendors and other offerings in upcoming years and make this a premier plant-buying event, inviting specialty nurseries, individual collectors, plant societies and related garden items supplemented with artisans selling their wares. There will be great food, music, and more, as well as opportunities to enjoy the garden. Peckerwood Garden will be offering our own unique plants for sale, including special opportunities for some exceptionally unobtainable or unusual plants from our significant collections.

The event is being held Saturday, March 30<sup>th</sup> 2019. Peckerwood Garden members have exclusive early access from 9:00am to 10:00am, and public (non-members) can enter the festival at 10:00am. The show closes at 4:00pm. The event will be held rain or shine. Admission will be charged for attendees, but members will enter for free.

**Vendor Setup/takedown:** Vendors may set up Friday, March 29<sup>th</sup>, between the hours of 9:00am and 5:00pm, and on Saturday morning from 6:30 am to 8:45am. All vendor vehicles/trailers must be moved to designated vendor parking spots before 9:00am Saturday morning when the show opens. Takedown starts no earlier than 4:00pm on Saturday, and ends at dusk. Takedown can also occur Sunday 9:00am-5pm. Due to soft ground and sensitive tree roots, we can not allow vehicles to drive on the grass to their site. All supplies and inventory must be carried in, so please plan on bringing your own hand carts as we can not provide them. From the vehicle unloading points, the distance to the farthest vendor sites should not exceed more than 200' carrying/carting distance.

**Security:** WE WILL NOT BE OFFERING OVERNIGHT SECURITY THIS YEAR, but may do so next year. All items left overnight are at your own risk. We recommend that all valuable inventory and supplies be set up Saturday morning. No vendor will be allowed to sleep on the grounds of the garden in their vehicle/camper, nor will any vendor be allowed to enter the property before/after the designated setup/takedown times.

**Vendor Booth Space Info:** All vendor spaces for our first year are completely FREE! For now, individual booth space dimensions are to your specification. The show will be held in our arboretum and bordering areas so most spots will have shifting sun/shade. We can not guarantee full shade so we recommend pop-up tents or similar canopies. Water hoses will be available close to all plant vendor sites but it is the responsibility of vendors to bring whatever watering cans they deem necessary. Our limited electrical outlets near the festival site are reserved for our food vendor and the musical band. Use of "silent generators" or other means of power must be approved by the festival committee in advance.

**Additional rules for vendors:**

All vendor booths/displays must be professional and aesthetically pleasing to the best of your abilities.

Anything hammered or driven into the ground (beyond standard tent stakes less than 12" long) must be approved by gardens personnel. Similarly, nothing can be attached to, or hung from trees or other garden features without approval.

Displays must stay within the lawn or mulched areas and may not extend into planted beds. We reserve the right to limit displays that may create detrimental effects on the garden environment.

We can not provide tables, chairs, tents or other equipment for your display.

We reserve the right to deny vendors for any reason. Confirmation of booth space is final.

We will not have a central holding location for visitor's purchases, and ask that all vendors agree to give their customers the option to hold their paid-for purchases at their booths.

All plant vendors are responsible for having their applicable valid nursery licenses

All vendors are responsible for collecting and paying sales tax on items sold.

Vendors may not take down their booth earlier than the 4:00pm conclusion of the festival.

All vendors are responsible for removing any excess garbage. Sites must be left appearing as they were prior to setup.

To reserve a display space for this event, please complete and return the form below:

# of booth spaces requested (each approx. 15' x 15'): \_\_\_\_\_ space(s)

If using a tent or canopy, please indicate dimensions including height \_\_\_\_\_

Contact Name: \_\_\_\_\_ Date: \_\_\_\_\_

Business Name: \_\_\_\_\_

email \_\_\_\_\_

Address: \_\_\_\_\_

City

State

Zip

Phone number \_\_\_\_\_ Website \_\_\_\_\_

May we list your business name and website address in festival promotional materials?

Yes \_\_\_ No \_\_\_

Booth space requests\*: \_\_\_\_\_

\*note: we will gladly consider specific requests for your booth assignment, but please understand we can make no guarantees that we have the ability to accommodate your requests.

Vendors:

Briefly describe what items you will offer. Plant vendors should give a more specific idea of their offerings (e.g. avoid general terms like "Tropicals", specify "gingers", "bromeliads", "plumerias", etc). Please note that other vendors may want to offer similar species you may be offering, so diversity and uniqueness is recommended. We will attempt to work out in advance with similar vendors (e.g., two orchid vendors) to ensure each has unique offerings to avoid any competition. Peckerwood Garden will strive to only offer species likely unavailable from any of our plant vendors, and will happily make minimal adjustments to our inventory if deemed necessary to the benefit of the vendor.

Non-Profits (Plant Societies, etc):

Briefly describe the information you will provide. If selling items to benefit the society please describe what you will be offering:

**Submittal of registration does not guarantee participation. You will be contacted upon approval/denial of your registration.**

Peckerwood Garden Conservation Foundation will not assume liability for any act of God, natural disaster, exposure to adverse weather conditions, damages injuries, or any legal authority or any cause above and beyond their control.

As a representative of this business/organization I have read and understand all the the guidelines listed above and agree to abide by them. Our business agrees not to hold Peckerwood Garden Conservation Foundation liable for damage or loss of materials.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_