

CALL FOR VENDORS

Douglas County Master Gardeners
33rd Annual

PLANT & GARDEN EXPO 2020

Douglas County Fairgrounds, Roseburg, Oregon
Saturday, May 2, 2020

For the last 33 years, garden enthusiasts have eagerly awaited the Douglas County Master Gardeners' annual plant sale. Attendance has been over 1,750 buyers in recent years. There were over 14,000 plants for sale, and hundreds of garden-related products. If gardeners are your market, you should be here!

We invite you to join us. We are looking for:

- Nurseries and suppliers of garden equipment and tools
- Vendors of garden and outdoor-living products
- Providers of relevant services (garden design, construction, maintenance, etc.)
- Artists who create art or crafts related to the garden or from the garden or about the garden
- Vendors of packaged food items and CSA services
- Non-profit organizations wanting to reach this environmentally-focused audience

By involving exhibitors such as yourself, who appeal to gardeners, the Plant & Garden Expo has become the largest garden-only show between Medford and Salem. The home garden market is exploding! Come join us in 2020.

Vendor space is limited, so please reserve your booths early. A single 10' x 10' booth is \$70. Take advantage of the 20% Early Bird discount to reserve a booth for just \$56, by sending in your application by February 14, 2020. Non-profits receive a 50% discount.

Where else can you meet over 1,750 enthusiastic gardeners in seven hours? They come to buy. We hope you take this opportunity to join us for another gardening extravaganza.

Call me at **541.391.2130** or e-mail me at **jen@skylondaranch.com** for more information on this popular event.

Jen Bailey, Vendor Coordinator

EARLY BIRD SPECIAL!

Apply by February 14, 2020 for a 20% discount on booth rental

VENDOR INFORMATION

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Saturday, May 2, 2020

Key Dates:

Friday, February 14	Early Bird application deadline to receive 20% discount on booth rental
Friday, April 10	Final application deadline. No refund for cancellation after this date
Friday, April 17	Booth assignments
Friday, May 1	10:00 AM to 6:00 PM – Booth Setup Make arrangements in advance if you need to set up on Saturday morning
Saturday, May 2	7:00 AM – Doors open to vendors 8:30 AM – Master Gardeners' Plant Sale opens to vendors 9:00 AM – Doors open to the public 4:00 PM – Close of show. Tear-down begins 6:00 PM – End of tear-down

If you are a current member of any Oregon Master Gardener Program, there is a 10% discount on booth rental. If you are a registered non-profit organization with the state of Oregon, there is a 50% discount. Please include your non-profit ID number on the application.

We offer chairs and tables for rent, but encourage you to bring your own. Please supply your own extension cords if you order electricity; you will be a maximum of 25 feet from an electrical outlet.

In order to keep booth prices as low as possible, there are no curtains separating booths. A marked floor serves as a boundary. You may create your own boundaries within your booth if you feel it is necessary. There are some structural posts in the exhibit hall, which may infringe upon the display area – let us know if you have any limitations. Please note that we must strictly enforce the boundaries of the booths, due to fire code regulations.

The Master Gardeners' Plant Sale opens early for vendors to shop our plant selection. Shop from 8:30 – 9:00 AM (when the show opens). Store your purchases at the Final Pickup Area until the end of the show.

Questions? Contact Jen Bailey at 541.391.2130 or jen@skylondaranch.com

2020 PLANT AND GARDEN EXPO VENDOR APPLICATION

Organization: _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Contact Person: _____ Title: _____

Phone Number: _____ E-mail: _____

Products: _____

Raffle Donation? Description of Item: _____

Master Gardener Chapter: _____ Non-Profit ID: _____

10' x 10' Booth	By February 14, 2020 (20% discount)	After February 14, 2020
Vendor	\$56	\$70
Master Gardener (10% discount)	\$50.40	\$63
Non-Profit (50% discount)	\$28	\$35

	Rate	Quantity	Total
Booth(s)	\$ _____ (use rate above)	x _____	= \$ _____
Chair	\$3	x _____	= \$ _____
Undressed Table (2.5' x 8')	\$10	x _____	= \$ _____
Dressed Table (2.5' x 8')	\$25	x _____	= \$ _____
Electricity	\$5		= \$ _____
			TOTAL = \$ _____

Make your check payable to DCMG (Douglas County Master Gardeners). Sign the Complete Release and Hold Harmless Agreement accompanying this application. Mail the application, release agreement and check to:

Jen Bailey, 567 Skelly Road, Yoncalla, OR 97499

NO REFUNDS AFTER APRIL 10, 2020

COMPLETE RELEASE AND HOLD HARMLESS AGREEMENT

Douglas County Master Gardeners

2020 PLANT & GARDEN EXPO

In consideration for being allowed to enter and/or participate in the Douglas County Master Gardeners (also known as DCMG) 2020 PLANT & GARDEN EXPO and the services that DCMG is providing to me in connection with its DCMG 2020 PLANT & GARDEN EXPO – SATURDAY, MAY 2, 2020, and as an adjunct to and part of any vendor agreement relating to my presence or participation in the DCMG 2020 PLANT & GARDEN EXPO, I release DCMG, its agents, employees, volunteers, and assignees (the “protected parties”) , and agree to hold them harmless from any and all potential or actual liability relating to my participation or presence at the DCMG 2020 PLANT & GARDEN EXPO, including from their own negligence or fault, and assume all liability from any cause whatsoever relating to, arising out of, or otherwise connected with the participation in or presence at the DCMG 2020 PLANT & GARDEN EXPO, of me or any of my employees/employer, agents, helpers and guests, including but not limited to all liability from any cause whatsoever for personal injury or property damage, as well as for contribution or indemnification. The protection of this agreement extends, but is not limited to any and all contractual liability DCMG may have for tort damages to the owner of the fair premises.

I release and hold harmless the DCMG; its employees, agents, volunteers, assigns, and successors, (the “protected parties”) from all liability from any cause, whatsoever, in connection with such DCMG 2020 PLANT & GARDEN EXPO.

I assume all liability that existed at the time of the execution of this document, and all liability which accrues from that time forward into the future.

I release and agree to hold harmless and agree to fully and diligently defend the protected parties at my sole expense from any and all alleged liability from any person or cause, whatsoever, which may allegedly have existed at the time of execution of this document or which may allegedly accrue afterward. In any such defense, the protected parties shall have the right to choose the counsel I employ to defend them.

This agreement shall be given a liberal construction to accomplish its protective purposes such that all ambiguities are resolved in favor of the protected parties. If any provision of this agreement is deemed to be partially void, invalid, or unenforceable, that provision shall continue in full force and effect to the maximum extent permitted by law and all remaining provisions of this document shall continue in full force and effect. To the extent that any provision of the agreement is deemed to be completely void, invalid or unenforceable, that provision shall be severed from the remainder of this agreement and all otherwise valid or enforceable provisions of this agreement shall continue in full force and effect.

Organization’s Name (Print) _____

Organization’s Representative (Print) _____

Signature _____ Date _____