

MIDWEST GOURD FEST
SPONSORED BY THE WISCONSIN GOURD SOCIETY

APRIL 13, 2019

VENDOR INFORMATION AND APPLICATION

The 2019 Midwest Gourd Fest, sponsored by the Wisconsin Gourd Society (WGS), will be held on Saturday, April 13 at Olbrich Botanical Gardens in Madison, Wisconsin. Gourd Festival hours are 9am to 4pm. Admission and parking to the Midwest Gourd Fest is free.

All vendors **MUST** be a member of the American Gourd Society (AGS), the Wisconsin Gourd Society (WGS) or a state chapter of AGS.

Merchandise must be at least eighty (80%) percent gourd and/or gourd related. Sales are limited to gourds, gourd art and crafts, gourd tools, books, accessories or embellishment materials, gourd seeds and gourd plants. **Sellers of fresh or dried gourds or gourd plants must be the growers.** Any sales item that is not gourd-related must be approved, in advance, by the Festival Committee. A detailed description of such non-gourd-related items must be included on your application.

Vendor booths must be managed at all times. The Wisconsin Gourd Society and Olbrich Botanical Gardens are not responsible for accidents, loss, theft or breakage of any items or vehicles.

Vendor set up will be Friday, April 12 between 5pm-9pm and Saturday, April 13 from 7am-9am. Vendor booths must remain up until 4pm on Saturday. Vendors breaking down early will not be invited to vend in the future. Vendors are expected to keep their area clean during the day and each booth space is expected to be free of debris at the end of the day. Wisconsin Gourd Society must be out of the building with the festival areas clean by 6pm and we are asking all vendors to help us in this effort. By keeping your booth area neat, we will be able to meet this requirement.

All vendors must donate one item to the Silent Auction/Raffle. This piece will be picked up the morning of the festival by a volunteer.

Vendor space is limited and will be assigned on a “first come” basis for gourd artists or suppliers of gourds, tools, embellishments, dyes, etc. Vendor booths are 10’x10’. Each space must be reserved in advance and accompanied by the appropriate fee. Vendors will be notified by March 13, 2019 of the confirmation or denial of space. If denied, all fees will be refunded. Approved vendor space deposits are not refundable after March 13**5t79f2**, 2019. Vendor space, once assigned, will not be changed.

Electricity is available. Please specify your electrical needs on the vendor application. Vendors wishing to use electricity in their spaces must bring their own power/extension cords. Chairs are available. Tables can be rented, see fees below; tables are limited, rental is based on availability. Vendors are encouraged to give demonstrations at their booths.

It is the individual vendor's responsibility to collect and report sales tax as appropriate. Tax forms and information are available through the Wisconsin Department of Revenue at www.revenue.wi.gov.

The purpose of the Midwest Gourd Fest is to educate, familiarize and entertain the public with gourds and, accordingly, photography is encouraged. If a vendor does not wish to allow photography, the vendor will be responsible for posting a clearly visible sign noting such, however the Wisconsin Gourd Society will not be an enforcer of it.

To reserve vendor space, complete a vendor registration form and send the registration form with appropriate space fees to the address below. Early registration gets a better rate, so don't delay! Make checks payable and send to:

**Wisconsin Gourd Society
2099 County Road E
Blue Mounds, WI 53517-9640**

Please call 608 437-1944 or email thegourdgirl@thegourdgirl.com with any questions.

Olbrich Botanical Gardens is located in Madison, Wisconsin, at 3330 Atwood Avenue.

We look forward to seeing you at the show!

terri schmit
2019 Festival Vendor Contact
thegourdgirl@thegourdgirl.com
(608) 437-1944

**MIDWEST GOURD FEST
APRIL 13, 2019
VENDOR REGISTRATION FORM**

Send completed application with the appropriate fees to Wisconsin Gourd Society. Early birds get a better rate, so don't delay!
Make checks payable to Wisconsin Gourd Society. We do not accept credit cards.

Your signature on this application is your agreement to remain set up and open for vending until the end of the festival day and to be out of the building with your stall space cleaned by the specified time.

I have read and agree to the terms stated in the Vendor Information section.

Signature_____

Print Name_____

Business Name_(if different)_____

Address_____

City_____ State_____ Zip_____

Phone_____ Email_____

I will be selling the following types of items:

Describe any free demonstrations you will be doing at your booth, (please use back of form for additional information):

Member of _____AGS _____WGS _____Other (name)_____

_____Indoor 10'x10' space – **Postmarked By January 31, 2019:**
\$50 for WGS member/\$65 for non-WGS member = \$_____

_____Indoor 10'x10' space – **Postmarked After January 31, 2019:**
\$65 for WGS member/\$80 for non-WGS member = \$_____

_____Join WGS (annual \$12) and save on your booth fee! = \$_____

_____Table \$10 each = \$_____

TOTAL DUE \$_____

_____Electrical outlet (Please circle) Yes or No

Fees are strictly enforced – no exceptions for late entries! Send application and check or money order for vendor fee to:

**Wisconsin Gourd Society
2099 County Road E
Blue Mounds, WI 53517-9640**