

# DOUGLAS COUNTY MASTER GARDENERS PLANT & GARDEN EXPO

Saturday, May 5, 2018

Douglas County Fairgrounds, Roseburg, Oregon

For the last 31 years, garden enthusiasts have eagerly awaited the Douglas County Master Gardeners' annual plant sale. Attendance has been over 1,700 buyers for the last couple 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 food items and CSA services
- Non-profit organizations wanting to reach this environmentally-focused audience

By involving exhibitors such as you, 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 2018.

Enclosed is an exhibitor application. Vendor space is limited, so please reserve your booth early. We also have space for 2.5' x 8' tables, available to those with smaller displays. As always, those who send in their information as early as possible will get the best locations. **The early bird deadline is March 15<sup>th</sup>, for a 20% discount.** A single 10 x 10 booth is \$70 – or just \$56 if you apply by March 15<sup>th</sup>.

We ask you to be generous in your donations for the raffle, so we are able to hold costs down in future years. Your donations help cover our increasing costs.

Where else can you meet over 1,700 enthusiastic gardeners in seven hours? They come to buy. We hope you take this opportunity to join us for another gardening extravaganza.

For more information, feel free to contact me by e-mail or phone. I look forward to hearing from you.

Jen Bailey

541.391.2130

[jen@skylondaranch.com](mailto:jen@skylondaranch.com)

**DOUGLAS COUNTY MASTER GARDENERS**

# 2018 PLANT & GARDEN EXPO

**Date:** Saturday, May 5, 2018

**Location:** Exhibit Hall, Douglas County Fairgrounds, Roseburg, Oregon

**Hours:**

Set up:	Friday, May 4, 10:00 AM to 6:00 PM (preferred) Saturday, May 5, 7:00 AM to 9:00 AM (call to schedule)
Exhibit:	Saturday, May 5, 9:00 AM to 4:00 PM
Tear-down:	Saturday, May 5, 4:00 PM to 7:00 PM

After your application is approved, you will receive a confirmation of your space reservation. We will notify you by April 11<sup>th</sup> of your booth number(s) and show details. Pick up your badges when you arrive for setup at the fairgrounds.

We appreciate a donation of quality merchandise for our raffle. Please bring your donations to the exhibitor table when you check in upon arriving. The raffle will be held at 3:00 PM. on Saturday. Winners do not have to be present to win. We encourage exhibitors to buy raffle tickets also.

**Important dates:**

**March 15, 2018**      **Early bird discount deadline (20% on booth space)**

April 22, 2018      No refund for cancellation

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

We offer chairs and tables for rent, but you may 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.

Questions? Contact Jen Bailey at [jen@skylondaranch.com](mailto:jen@skylondaranch.com) or 541.391.2130.

# 2018 PLANT AND GARDEN EXPO VENDOR APPLICATION

Organization: \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Title: \_\_\_\_\_

Phone Number: \_\_\_\_\_ E-mail: \_\_\_\_\_

What you will offer for sale? \_\_\_\_\_

Will you donate an item for the raffle? Description of Item: \_\_\_\_\_

Master Gardener Chapter: \_\_\_\_\_ Non-Profit ID: \_\_\_\_\_

10' x 10' Booth	By March 15 <sup>th</sup> (20% discount)	After March 15 <sup>th</sup>
Vendor	\$56	\$70
Master Gardener (10% discount)	\$50.40	\$63
Non-Profit (50% discount)	\$28	\$35

2.5' x 8' Table Space	By March 15 <sup>th</sup> (20% discount)	After March 15 <sup>th</sup>
Vendor	\$24	\$30
Master Gardener (10% discount)	21.60	27
Non-Profit (50% discount)	12	15

Booth(s) – use rate above      \$ \_\_\_\_\_ x \_\_\_\_\_ = \$ \_\_\_\_\_

**OR**

Table space – use rate above      \$ \_\_\_\_\_ x 1 only = \$ \_\_\_\_\_

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, DCMG Plant & Garden Expo, 567 Skelly Road, Yoncalla, OR 97499**

**NO REFUNDS AFTER APRIL 22<sup>ND</sup>, 2018**

# COMPLETE RELEASE AND HOLD HARMLESS AGREEMENT

## DOUGLAS COUNTY MASTER GARDENERS

### 2018 PLANT & GARDEN EXPO

In consideration for being allowed to enter and/or participate in the Douglas County Master Gardeners (also known as DCMG) 2018 PLANT & GARDEN EXPO and the services that DCMG is providing to me in connection with its DCMG 2018 PLANT & GARDEN EXPO – SATURDAY, MAY 5, 2018, and as an adjunct to and part of any vendor agreement relating to my presence or participation in the DCMG 2018 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 2018 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 2018 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 2018 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.

Business Name (Print) \_\_\_\_\_

Owner/Manager Name (Print) \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_