



Sevier County Area Master Gardeners Association

Welcome to our 2010 Flower and Garden

Show and Sale!

Thank you for your interest in our Flower and Garden Show & Sale which will be held Saturday, April 17, 2010, at the Sevier County Fairgrounds. Our show last year was highly successful, and with your help, this year will be even bigger and better.

Enclosed is our Exhibitor's Packet which provides the details of our show. The packet includes a brief description of other scheduled events during the Show, as well as, booth layouts, rental fees, policies, and Application form. If you sign up and pay by March 1st, you have the advantage of the **Early Bird** rate.

Please review the information and if you have any questions, please contact Janet Banks at 865-774-8410 or jbanks98@bellsouth.net.

We look forward to having you join us in one of the most anticipated events in Sevier and surrounding counties!

Sincerely,

Janet Banks, Sevier County Area Master Gardeners Association

Additional Contact: Alan Bruhin, UT Sevier County Extension
865-453-3695

Events

Day and Hours

Saturday, April 17, 2010

Doors open to the public at 9:00 A.M. Our auction of donated items begins at 3:00 P.M. and the Show will close at the end of the auction (approximately 4:00 P.M.).

Clinics and Demonstrations

Educational lectures and demonstrations will be scheduled throughout the hours of the show, provided free of charge. They will be held in the lecture area. If you are interested in participating in lectures or demonstrations, please contact either Janet Banks or Alan Bruhin.

Educational Speakers in the Extension Office Meeting Room

10:00 a.m.	TBD	
11:00 a.m.	TBD	
1:00 p.m.	TBD	

Children's Events

Kids are invited to join in the fun. They can learn about gardening and create small projects for the home and garden areas. These workshops will be active throughout the day, beginning at 10:00 A.M. There will be no charge for these activities.

Entertainment

The **Grace Noters** dulcimer group will provide entertainment free of charge.

Refreshments

Refreshments and snacks will be sold by the Sevier 4-H group at the entrance of the Exhibition Hall. Sales of the goodies are sold by donations. The money collected will be used for 4-H projects.

Door Prizes and Items for Auction

Door Prizes will be given away at the end of each Educational Speaker session. These prizes are donated by Show Exhibitors, Master Gardeners, and local garden and flower related businesses. If you are interested in donating a Door Prize or auction item, please note that on the application or contact Janet Banks. You will receive recognition for your donation.

Advertising

News releases and event advertisements will be placed in area newspapers and media outlets prior to the event. In addition, posters will be distributed to local businesses for display. Additional posters will be given out by request. In addition, each visitor to the Show will be given a printed program showing each Exhibitor and his/her booth location.

Show Passes

Each Exhibitor will receive stick-on **VENDOR** labels for each of your workers to wear, as well as, **VENDOR VEHICLE** sign(s) to place on the dash in your truck(s).

Booth Layout and Fees

Booth sizes are approximate. Posts are 14 feet on center in the Exhibition Hall and 12 feet on center in the Red Barn. Exact measurements of a particular booth can be provided upon request. The attached layouts of the Sevier County Fairgrounds Exhibition Hall and Red Barn are not to scale, but are representative.

Booth Sizes	Rate	
Early Bird Special Prior to March 1, 2010		
6 ft. x 14 ft. 6 ft. x 12 ft.	\$ 50.00	
14 ft. x 14 ft. 9 ft. x 14 ft. 11 ft. x 12 ft. 14 ft. x 12 ft.	\$100.00	Each additional booth \$75.00
28 ft. x 14 ft.	\$125.00	
After March 1, 2010		
6 ft. x 14 ft. 6 ft. x 12 ft.	\$ 75.00	
14 ft. x 14 ft. 9 ft. x 14 ft. 11 ft. x 12 ft. 14 ft. x 12 ft.	\$125.00	Each additional booth \$100.00
28 ft. x 14 ft.	\$150.00	
Non-Profit Organizations		
For any size booth, as space is available	\$25.00	

Electricity is available in the area of each booth.

A small Exhibitor sign will be provided to identify booth location. You are welcome to provide your own additional signs. Because of safety concerns, sandwich type signs will not be permitted at the entrance of your booth.

Booth Policies and Rules

- A representative of your organization must be present at the booth at all times during show hours. If a booth is left unattended, Sevier County Area Master Gardeners Association and Sevier County Fairgrounds cannot be held responsible for the booth or its contents.
- You may sell and take orders for your services/products from your booth. Any sales tax incurred from sales generated before, during, or after the show are wholly the responsibility of the vendor.
- Booth displays may not exceed 8 feet in height and may not infringe on the walkway areas or other booths.
- We request that no music be played in the booth area as it may interfere with planned entertainment, clinics, and demonstrations.
- Booths may not be dismantled or materials removed prior to the beginning of the Auction at 3:00 p.m. Booths must be swept clean and all trash/debris removed by the end of the take-down period.

- Outside display areas must have all debris/trash removed by the end of the take-down period.

Booth Set-up and Take-down

Set-up Day:

Friday, April 16 12:00 p.m. to 7:00 p.m.
(Sevier County Area Master Gardener Association members will be present overnight for security purposes.)

Take-down Days:

Saturday, April 17 End of Show to 6:00 p.m.
Sunday, April 18 9:00 a.m. to 2:00 p.m., **by special arrangement only**

Booth Availability

Booths will be reserved on a first-come basis. Payment must be received in full to insure the reservation of your booth.

Please indicate your booth preference(s) on your application. In the event your choice is unavailable, you will be contacted with an updated list of booth availability.

To check on booth availability, please phone Janet Banks @ 865-774-8410
or email jbanks98@bellsouth.net.

If the booth(s) you choose are still available, they will be held temporarily for you up to five (5) business days for your check and application to be received.

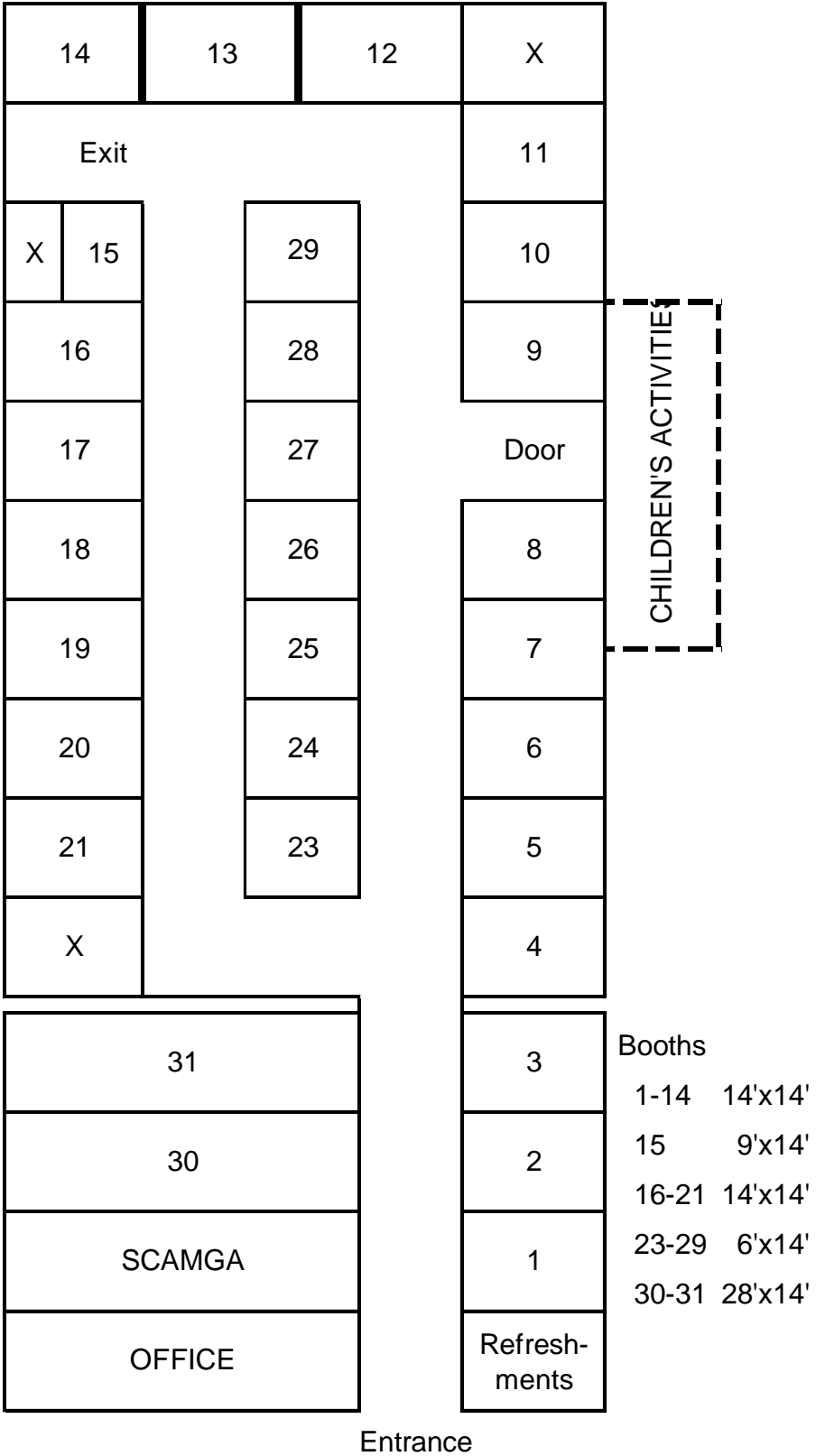
Deadlines

Completed Application and Booth Fee must be received no later than April 12, 2010. If the application and full rental booth fee are not received by April 12th, we reserve the right to decline your participation in the event.

Refund Policy

Booth cancellations must be made in writing, or phone call, to Janet Banks and received no later than April 12, 2010.

For cancellations after April 12, 2010, there will be a \$25 cancellation fee deducted from your refund.



**Sevier County Area Master Gardeners
2010 Flower and Garden Show & Sale
Fairgrounds Exhibition Hall**

**Sevier County Area Master Gardeners 2010 Flower and Garden Show & Sale
Vendor Application**

Business Name: _____
 Contact Person: _____
 Telephone: _____
 Address: _____

Primary service/products to be exhibited/sold:

<u>Size of Booth</u>	<u>Booth # Preferred</u>	<u>Fee</u>
Early Bird Special Prior to March 1, 2010		
6'x14', 6'x12'	_____	\$ 50.00
14'x14', 9'x14', 11'x12', 14'x12'	_____	\$100.00/\$75.00 (each addl.)
28'x14'	_____	\$125.00
After March 1, 2010		
6'x14', 6'x12'	_____	\$ 75.00
14'x14', 9'x14', 11'x12', 14'x12'	_____	\$125.00/\$100.00 (each addl.)
28'x14'	_____	\$150.00
Non-Profit Organizations (as space is available)		
Any size booth (any date)	_____	\$ 25.00

Do you plan to have a prize drawing at your booth? Yes No
 If yes, please describe the prize(s) you plan to give away: _____

Would you like to donate a Door Prize or item for Auction? Yes No

Will you be using electricity in your booth? Yes No

I have read and understand the contents of the Exhibitors package for the 2010 Flower and Garden Show & Sale. I fully understand that I and/or my company are completely responsible for any sales tax incurred from any sales before, during, or after this show. By signing below I accept the rules as set forth and acknowledge that I represent the Company and have the authority to obligate the Company to this agreement.

 Signature Date

Please [make checks payable to SCAMGA](#) and send with your completed application to:

Janet Banks (SCAMGA) 2705 Madison Ridge Sevierville, TN 37876

APPLICATION AND FEE DEADLINE IS APRIL 12, 2010