**Spring Fever in the Garden Vendor Criteria**

**Please note that this is a rain or shine event There are no rain dates**

**Space Allocation:**

* Each vendor will be assigned 10 feet by 10 feet space.
* Vendors have the option to purchase multiple spaces.
* The fee for one space is $200, and each additional space is $175.
* We kindly ask vendors to contain their products within the allocated space.
* All fees are non-refundable, except in cases where we do not accept your application.
* Vendor spaces will be assigned based on booth requirements and event layout; keeping the best interest of the event in mind at all times.

**Product Restrictions:**

* As this is a garden show, all sales should be related to plants, nature, gardens, garden décor and horticulture.
* Vendors are strictly prohibited from selling tee shirts, drawings, raffle tickets, or accepting tips or donations.
* No tip or donation jars are allowed.

**Set Up and Attendance:**

* Approximately two weeks before the festival weekend, vendors will receive an email with set-up times, zone and parking details.
* Late arrivals may be relocated and required to hand-carry their items to their space.
* Vendors who do not set up on Saturday will not be allowed to set up and sell on Sunday.
* Failure to show up for the event may impact future participation in Spring Fever festivals.

**Operating Hours:**

* Saturday, 4/6/24, 9:00 – 5:00 and Sunday, 4/7/24, 10:00 – 4:00
* Vendors must sell their products until 5:00 pm on Saturday and 4:00 pm on Sunday.
* Vendors who wish to stay open later on Saturday may do so.

**Equipment and Supplies:**

* Vendors are responsible for bringing their own tents, tables, and chairs and they must be in good condition.
* Tent weights are required for all canopy tents with appropriate weight for tent size. Typical weights are approximately 96 lbs. for a 10’ x 10’ tent.
* Banners, Snipe Signs, Balloons and Flags are not allowed.

**Electricity, Water, and Generators:**

* Limited access to electricity and water can be provided, but vendors must indicate their requirements in the application.
* Generators are not allowed.

**Sales Tax and Booth Sharing:**

* Each vendor is responsible for collecting and reporting their own sales tax at the event.
* Vendors may not share booths with other vendors.
* "Hawking" merchandise on the street is not permitted.

**Inclement Weather and Safety**:

* Vendors are encouraged to monitor the weather on their cell phones during the festival.
* In case of inclement weather, please cover your goods, lower the top of your tent, and seek shelter.
* Tent weights are required for all canopy tents with appropriate weight for tent size. Typical weights are approximately 96 lbs. for a 10’ x 10’ tent.

**Music and Entertainment:**

* Bloom & Grow will provide music via a public address system, so additional music or entertainment is not allowed.

**Security and Liability:**

* Security on Saturday night will be provided.
* The City of Winter Garden and the Bloom & Grow Garden Society are not liable for any lost, stolen or damaged merchandise.

**Vendor Breakdown on Sunday:**

* Early breakdown is not permitted.
* All vendors must sell until the official closing time of 4:00 pm, and no sales are allowed after that time.
* At 4:00 pm, vendors must be in their booths and ready to pack up. If not present in their booths during breakdown, their goods may be moved.
* If your booth is on the street in the driving path, you must move tent and items off street and begin packing after clearing the street.
* You may pack and wheel your items to your parking area and exit in that manner, if possible.
* It can take up to an hour or longer before the streets will be opened to vehicle traffic.
* The city will open the streets when it is deemed safe and responsible to do so. The streets must be clear of all pedestrian traffic and any festival equipment and belongings.
* Information will be provided to you at the festival detailing festival breakdown procedures.

**We appreciate your cooperation and participation in Spring Fever in the Garden.**

**If you have any further questions or require assistance, please don't hesitate to contact us.**