

BITTERSWEET GARDEN PARTY VENDOR APPLICATION

Sunday, April 28, 2024 · 10 AM – 2 PM

Windstone Entertainment Center · 2425 Industrial Drive · Jefferson City, Missouri

Application Deadline: March 4, 2024

Applicant Information

Business/Vendor Name: _____

Contact Name: _____

First

Last

Primary Phone: _____ Secondary Phone: _____

Email: _____ Website/Social Media URL: _____

Emergency Contact Name: _____ Emergency Contact Phone: _____

Description of products and/or services offered: _____

Is electricity required? Yes No (If yes, vendor must supply extension cord, power strip, etc.)

Vendor Registration Information

- Registration fee includes space for one or two 6' tables, provided by the vendor or tables may be rented for \$5. A charge of \$5 per foot will be added for tables longer than 6'. Two chairs per space are included.
- Each vendor will provide a door prize item valued at \$20 or more. Donated items should be labeled and displayed in the booth.
- Vendors may email photos of their booth and/or products for use in event promotional materials.
- Event participants will be issued a *Vendor Passport* to get stamped or initialed at each booth. Vendors might consider having a unique stamp or sticker to mark passports. Only completed passports may be entered into a drawing.
- **Registration application deadline is March 4, 2024. Payment of fee deadline is March 18, 2024.**
- **Setup is 8:00 AM-9:45 AM. Breakdown begins at 2:15 PM.**
- Brunch including non-alcoholic beverage is available for \$16 and can be purchased along with registration payment.
- Bittersweet Garden Club reserves the right to approve or deny any vendor at the discretion of its members.
- Bittersweet Garden Club reserves the right to cancel agreement/sponsorship at any time, for any reason.
- Each vendor must submit a signed **Waiver and Release of Liability Agreement** prior to setting up.

Registration

➤ **APPLICATION DEADLINE IS MARCH 4, 2024** ◀

Choose from the following vendor spaces. Tables and all other supplies are the responsibility of the vendor. A charge of \$5 per foot will be added for tables longer than 6'. Tables may be rented for \$5 each.

- \$30 plus a door prize item worth \$20 -- Space for one 6' table (provided by vendor), 2 chairs provided
- \$70 plus a door prize item worth \$20 -- Space for two 6' tables (provided by vendor), 2 chairs provided
- \$5 rental of one 6' table
- \$10 rental of two 6' tables
- \$_____ Extra table length (\$5 per extra foot for tables longer than 6')
- \$16 Brunch and beverage

\$_____ Total Amount Due -- **Payment Deadline is March 18 and may be made:**

- **Online** – [Pay Online](https://www.bittersweetgardenclub.com/vendors.html) or go to <https://www.bittersweetgardenclub.com/vendors.html>
- **By check** made payable to Bittersweet Garden Club and mailed to Tina Spillers, 346 Cannondale Rd, Jefferson City, MO 65109

Door Prize Item _____

Contact Information

Information: Tina Spillers · cannonspil@gmail.com · 573-635-6162 or Barb Miltenberger · barb.miltenberger@gmail.com

Submit Application by Email: Tina Spillers at cannonspil@gmail.com

Submit Application by Mail: Tina Spillers at 346 Cannondale Rd, Jefferson City, MO 65109