

Application to Participate in the 2008 Smart Gardening Faire

Organization/Company: _____

Contact Person (required): _____

Mailing Address(required) _____

City: _____ State: _____ Zip _____

E-mail: _____ Website: _____

Phone: _____ Fax: _____

Exact Name of Organization/Company as you want printed on space signage (Limit 2 lines).

Description of Products and/or Services (as you would like it to appear in the Program Guide):

Description of the Proposed Exhibit (Please let us know here if you will need a space that is larger than 12' x 12'. We will reserve a 12' x 12' space unless you tell us you need a larger space. There is no extra charge for extra space(s))

Options and Fees

<u>Description</u>	<u>Unit</u>	<u>Quant.</u>	<u>Total</u>
10' x 10' covered tent with sides	\$ 70.00	_____	_____
10' x 20' Covered Tent (can be divided into 2 or 3 sections)	140.00	_____	_____
20' Back for 10' x 20' Tent	15.00	_____	_____
10' Divider for 10' x 20' Tent	10.00	_____	_____
6' Banquet Table	7.00	_____	_____
Polyfold Chair	1.25	_____	_____
Delivery Charge (for any tent and/or furniture rental)	5.00	_____	_____
Participation Fee (non-refundable)	50.00	<u> 1 </u>	<u> 50.00 </u>
Total			_____

NOTE: In order to insure availability of rental items (tents, chairs, tables), it is imperative that we receive your request no later than June 1, 2008

On behalf of my organization, I agree with the Terms and Conditions for Exhibitors, and hereby submit our application to participate in the Gardening Faire. I have enclosed our check for tents, optional furniture and signage, payable to "Monterey Bay Master Gardeners."

Signature _____ Date _____

Print Name: _____

Mail your application and check to Gardening Faire, P. O. Box 7600, Santa Cruz, CA 95061.



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Terms and Conditions for Faire Exhibitors

We strongly encourage Exhibitors to relate their proposed presentation to the Gardening Faire's theme, **Smart Gardening**, and to provide visitors with opportunities for active participation.

Each Exhibitor must contribute to the costs of signage and publicity. The Faire will assign a space for each Exhibitor and provide a standard sign for each space; exhibitors may post their own additional signs if they choose. **Space will be assigned on a "first come-first served" basis, based upon when applications are received. Please indicate your 1st, 2nd, and 3rd choices on the enclosed Faire Grounds Layout.**

We recommend that Exhibitors operate under a tent for their own comfort and the Faire's overall appearance. Exhibitors are welcome to provide their own tents (preferably white), tables and chairs. We will rent tents to Exhibitors as needed (see Options and Fees, next page). Let us know as early as possible if you would like the Faire to provide a tent. Exhibitors are responsible to pay for any repairs or cleaning of rented items. If you bring your own tent, or operate without a tent, we will assign a 12' x 12' space unless your application includes different requirements. **NOTE: Exhibitor spaces will not have access to electrical power or water.**

Exhibitors are requested to adhere to the following guidelines:

Tents must be installed by 8:00 a.m. on Faire day. The Faire Committee will assign Exhibitors to rented spaces. Exhibitors are expected to be ready to receive visitors by 9:00 a.m., to staff their space from 9:00 to 5:00 p.m., and to remove their property no later than 6:00 p.m. **NOTE: Faire Volunteers will have installed all rented tents and placed furniture and signage prior to your arrival.**

Only one Exhibitor may occupy a 12' x 12' space. Two Exhibitors may share a 24' x 12' tent only by prior arrangement with the Faire.

Absolutely NO vehicles are allowed on the grass area.

Exhibitors will be responsible for transporting their Faire materials to and from their space. Faire Volunteers and carts will be available to assist in transporting.

Exhibitors are asked to submit the enclosed Application to Participate and pay the Participation Fee and rental fees for their tent and furniture, as appropriate, by May 1st, 2008. The Faire Committee will consider later applications but cannot guarantee acceptance. We encourage early application and payment of fees so that we may include your group in our publicity.

The Faire Committee will refund tent and furniture rental fees for cancellations that it receives before May 1st. The Faire Committee cannot refund Participation Fees.

The Faire reserves the right to reject an application to participate in the Smart Gardening Faire if the Applicant does not agree to these terms and conditions, or if the Faire Committee determines that the Applicant's participation does not address the theme or spirit of Smart Gardening.

For questions about these terms and conditions, contact us by phone: (831) 426-5981 or e-mail: gardening@karwin.com.