

# CRABTREE FARMS

February 10, 2012

**Dear Local Growers, Artisans, and Community Nonprofits,**

We invite you to apply for the **12<sup>th</sup> Annual Spring Plant Sale & Festival** at Crabtree Farms on **Saturday, April 21<sup>st</sup> and Sunday April 22<sup>nd</sup>**.

## **VENDOR TERMS:**

- **SET-UP:** Below are fixed set-up times for the event:
  - Friday, April 20, 3pm to 6pm
  - Saturday, April 21, 6:45 am to 7:45 am (*Remember: Customers arrive early this day!*)
  - Sunday, April 22, 10:00 am to 11:00 am
- **BREAK DOWN:** You may start to break-down your booth as early as 3 pm on Saturday. Please have your booth completely broken-down and packed no later than 4:00 on Saturday and Sunday.
- **FEE:** The fee for selling at the Sale is 10% of your on-site sales, with a minimum fee of \$25. The fee will be due at 3:15 each day that you vend. (Nonprofits' fees for information booths are waived; if selling goods then vendor fees apply).
- **SITE:** Your site will be in an open field on grass. Vendors are responsible for signage, tables, tents and any other materials needed at the sale. **Customers will pay you individually, so please let customers know so they don't accidentally walk off with your goods! We will provide you with a "PAY EACH VENDOR SEPARATELY" sign to hang in your booth if you wish.**
- **Growers:** Please submit a list of plants you intend to sell as soon as possible, no later than April 6, 2012. This will help us let customers know what will be available at the event.

We want all vendors to have a fun, successful plant sale experience!

Please contact Andrea Jaeger with any questions, 493.9155 x13, [ajaeger@crabtreefarms.org](mailto:ajaeger@crabtreefarms.org).

**Please complete the application attached to be considered to vend for this event.  
Vendor applications are due by April 1, 2012.**



**12<sup>th</sup> Annual Spring Plant Sale & Festival**

**Sat. April 21, 8am-3pm**  
**Sun, April 22, 11am-3pm**

**Contact: Andrea Jaeger**  
423-493-9155 x13 • [ajaeger@crabtreefarms.org](mailto:ajaeger@crabtreefarms.org)

**Name of Vendor/Company:** \_\_\_\_\_

**Contact/Booth Person:** \_\_\_\_\_

**Street Address:** \_\_\_\_\_

**City, State, Zip:** \_\_\_\_\_

**Email:** \_\_\_\_\_ **Home Phone:** \_\_\_\_\_ **Cell:** \_\_\_\_\_

**Description of Booth/Items for Sale:** \_\_\_\_\_

**Does your booth require special needs i.e. electricity?** \_\_\_\_ Yes \_\_\_\_ No

**If yes, please describe** \_\_\_\_\_

**Vendor Details:**

- I understand the booth Fee is 10% of sales made each day during event or minimum of \$25, per 10 x 10 space, by check payable to Crabtree Farms or cash, and that this fee is not refundable. Fee applies to booths selling goods or services. Booths providing information only, via public service or non-profit orgs are encouraged but not required to pay booth fee. Fee due by 4pm at end of sale each day.
- I understand that vendors are responsible for collecting any sales tax.
- I understand that booth spaces will be given on a first come basis, when application is received. Booth space is 10' x 10' (all booths are OUTDOOR spaces). Please provide appropriate and substantial display (including tables & chairs) and cover.
- I agree to setup during Check-In/Setup times designated: Friday, April 20, 3-6pm, Saturday, April 21, 6:45-7:45am. on Saturday, and 10-11 am on Sunday. Booth breakdown time can start as early as 3:00, and should not exceed 4:00.

**General Release:** I hereby release and agree to indemnify and hold harmless Crabtree Farms and other organizers and volunteers, and the location itself from any and all manner of actions, suits, damages, or claims whatsoever arising from my participation in Spring Plant Sale, including without limitations, any loss or damages to property or anyone's property in my possession or supervisions, including any and all attorney's fees incurred as a result thereof. I understand the terms of this application are subject to change.

**Applicants Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**Completed application must be received by April 1, 2012 to be considered.**

**Mail to:** **Crabtree Farms**  
Attn: SPS Vendor App  
P.O. Box 2250  
Chattanooga, TN 37409

**Fax to:** 423-624-7439

**Email to:** [ajaeger@crabtreefarms.org](mailto:ajaeger@crabtreefarms.org)