

# *Aurora Gardeners' Sale*

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**New Location – parking lot  
1870 W. Galena Blvd, Aurora, Illinois**

## Vendor Guidelines

### **Hours of Operation: 8:00 to 2:00 p.m. (note NEW time)**

Event is rain or shine. Vendors are expected to remain open all market hours. In case of severe weather the Staff will notify vendors of any exceptions to this policy. Check-in will be from 5:30 to 7:30 a.m. ONLY. All vehicles must be in designated areas by 7:45 a.m. with cars moved before market opens.

### **Operations**

Vendors are responsible for providing their own tents, tables, chairs necessary to conduct business. Vendors must clean up their area and remove all refuse at the close of the day. Vendors are prohibited from bringing dogs/pets. Smoking is strictly prohibited in the Market area. Restrooms are available.

Vendors should unload supplies at their booth, move car to parking area and then return to set-up. No early tear downs are allowed. Tear down can't begin until 10 minutes after Market closes to ensure the safety of patrons.

Vendor fee is non-refundable. Spaces will be assigned on first come basis when applications are received.

The sale or poisonous or hazardous plants is strictly prohibited.

### **Tent Weights REQUIRED**

No matter the weather, all tents are required to have weights on all 4 legs sufficient to keep it in place during windy conditions. A minimum of 25 lbs per leg is recommended. Weights can be made with PVC pipe, filled with sand or cement, and secured with bungee cords. If you are using water jugs, each leg must have (4) one gallon jugs. The best weights are strapped to the bottom of each leg and tethered via a bungee to the top corner of the canopy, thus lowering the center of gravity of the canopy.

### **Parking**

Only pre-approved authorized vehicles shall be allowed in the Market area adjacent to the vendor's booth. All vendor and staff vehicles must park in the area designated by the Market Manager.

### **GREEN Initiatives & Reusable Shopping Bags**

In support of sustainability efforts, vendors are encouraged to use reusable shopping bags or boxes. We also request paper products be used by vendors (no Styrofoam).

This event is sponsored by the Fox Valley Garden Club.

Any questions: call Carolyn at 630 745-9410 or Email [seagullbarney15@att.net](mailto:seagullbarney15@att.net)

# Aurora Gardeners' Sale

## Presented by **Fox Valley Garden Club**

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**Event:** Saturday, May 18, 2019

**Check-in & Set-up:** 5:30 a.m. to 7:30 a.m.

**Event Hours:** 8:00 a.m. to 2:00 p.m. (**NOTE NEW TIME & LOCATION**)

**Location:** Early Learning Ctr, SD129 West Aurora, 1870 W. Galena Blvd, Aurora Illinois

**Event Contact:** Carolyn 630 745-9410 seagullbarney15@att.net

**Application DEADLINE:** May 15<sup>th</sup>

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### Vendor Application

**Organization/Business:** \_\_\_\_\_

**Event Contact:** \_\_\_\_\_ **Title:** \_\_\_\_\_

**Address:** \_\_\_\_\_ **City:** \_\_\_\_\_ **IL Zip:** \_\_\_\_\_

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

**Email:** \_\_\_\_\_

**Category:**  Home Gardener  Garden Crafter/Artisan  Organization  Business

**Type of Product(s):** \_\_\_\_\_

**Vendor Spaces:** Each booth is approx. 20' wide x 10' deep on pavement. (No 1/2 spaces available.)  
Porta Potty will be available. Please take your trash with you. **No** water access available.

**Home Gardeners, Garden Themed Crafters & Artisans, Non-Profit Organizations**

- 20' x 10' space @ \$30.00 per space # \_\_\_\_\_ @ \$ \_\_\_\_\_

**Business & All others**

- 20' x 10' space @ \$50.00 per space # \_\_\_\_\_ @ \$ \_\_\_\_\_

**Make checks payable to: Fox Valley Garden Club**

Mail to: Carolyn Woodward  
879 Laurel Drive, Aurora, IL 60506

**Special requests to be considered:** \_\_\_\_\_

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**Application DEADLINE May 15<sup>th</sup>**

EMAIL CONFIRMATION THAT APPLICATION WAS RECEIVED WILL BE SENT

**Questions & Additional Information**

Carolyn - 630 745-9410 - seagullbarney15@att.net  
or text Sue: 630 542-1822