

# Aurora Gardeners' Sale

## Presented by Fox Valley Garden Club

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**Event:** Saturday, May 16, 2020

**Check-in and 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 Center, SD129 West Aurora, 1870 W. Galena Blvd, Aurora, Illinois

**Event Contact:** Carolyn 630-745-9410, [seagullbarney15@att.net](mailto:seagullbarney15@att.net)

**Application Deadline:** April 1

**Checks Payable:** Fox Valley Garden Club

**New Policy:** After May 1 FEE INCREASES

## VENDOR APPLICATION

To apply, complete the application, sign, date, scan or print, enclose check payment and submit per instructions. The sooner the better, first-come, first-served. You will receive notification of acceptance or non-acceptance. If your application is received after the deadline, see below; increased fees apply and we cannot guarantee space availability. By submitting app you are committing to follow Vendor Guidelines (see page 3)

### Vendor Types and Descriptions

**Art/Crafts:** Handmade by you, i.e. furniture, jewelry, pottery, signs, soap, etc.

**Business:** Brick & mortar storefront, at home store/catalog, Independent sales representative/consultant, direct sales or service company, i.e. Joe's Country Store, Scentsy, Tupperware, etc.

**Non-Profit:** 501C(3) church, club, historical society, scouts, school, 4-H, etc

**Other:** If you do not fit into one of the above categories

Vendor Type (select one)	Home Gardener	Art/Crafts	Business	Non-Profit	Other
Name/Address					
Non-Profit Organization 501C(3) or EIN Number					
Contact Name					
Mailing Address					
Email Address					
Phone Numbers	Cell/Text		Home/Business		
Are you a previous Participant (select one)	YES	NO			
Description of Merchandise Products/Items					
Additional Pertinent Info not provided above/Special Requests					

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Vendor Space Available	Received by April 1	Received AFTER May 1	Number of Spaces Required	TOTAL
Home Gardener	\$30	\$55		
Art/Crafts	\$30	\$55		
Non-Profit	\$30	\$55		
Business	\$50	\$75		
Food Truck	\$50	\$75		

- NO ELECTRICAL OUTLET. PROVIDE OWN GENERATOR, if needed
- RAIN OR SHINE (no rain date)
- Portable toilet provided
- NO water access

1. I agree to the terms of this event application and agreement form. I further agree to hold harmless and release Fox Valley Garden Club, City of Aurora, School District 129 West Aurora its agents, servants, volunteers and employees from all claims or causes of action of any kind including but not limited to; liability injury, loss, damage or cost to my person and/or property which may result from my participation in this event on May 16, 2020. All participants must sign this release.
2. There will be no refunds of application fees once accepted and approved. Participants who are a no show/no call to the event or have other issuing during the event, may not be invited or approved to return or may be asked to vacate the premises.
3. I agree to pay my application/space rental fee via check payable to: *Fox Valley Garden Club*

Mail pages 1 and 2; keep page 3 for your review of guidelines.

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

Signature \_\_\_\_\_

Print Name \_\_\_\_\_

Date \_\_\_\_\_

Additional questions email Carolyn: [seagullbarney15@att.net](mailto:seagullbarney15@att.net)  
Please visit our website: [FoxValleyGardenClub.com](http://FoxValleyGardenClub.com)

**SAVE THE DATE FOR 2021 First Saturday after Mother's Day**

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**Vendors: KEEP THIS PAGE FOR YOUR REVIEW**

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 of 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 and 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)