

Poplar Grove
PLANTATION
Herb & Garden Fair 2021

Saturday, March 27 • 9:00 – 5:00 pm
Sunday, March 28 • 10:00 – 4:00 pm

LOCATION: On the grounds of Poplar Grove Plantation, nine miles north of Wilmington. Please come prepared for an **OUTSIDE SALE, RAIN or SHINE. Limited indoor spaces for arts/crafts vendors.**

ACCEPTABLE ENTRIES: Live vegetable, herb & flower plants, shrubs and trees, gardening items and accessories, herbal products, dried material, garden art, books, tools, home-based foods, local produce, home & kitchen items, select arts & crafts with a focus on nature themes/environment/recycling. Booths may be limited to avoid repetition. Poplar Grove has the right to refuse entries. Priority reserved for garden/hand-made/local items.

BOOTH/SHOW LAYOUT: Spaces will be 10' Width x 10' Depth for artisans and 20' Width x 10 Depth for plant vendors. Booth spaces will be assigned and marked, and a layout of the spaces will be sent via e-mail on the Monday before the week of the event. Vendors may request and pay for multiple side-by-side spaces.

Vendors may request vehicle to remain at booth site, by permission only in the *Special Consideration* space on the application. First come, first serve basis with priority on HANDICAPPED VENDORS. Booth assignments will be determined by this *Special Consideration*. Conservation efforts are underway, and vehicles create unnecessary wear and tear on the lawns and contribute to further erosion.

Vendors must provide all displays, pup tents, tables, chairs, drop cords, etc. that will be needed for the sale.

SHOW SET-UP: Exhibits must be set up and vehicles off the lawn by 8:30 AM on Saturday & 9:30 AM on Sunday.

Vendors may set up on Friday, March 26, after 12:00 noon if needed. Please contact Suzette if you would prefer to set up on Friday.

NOTE: There will be overnight security on Saturday night, but not on Friday night.

ALL VENDORS must exhibit from 9:00 AM until 5:00 PM, on Saturday, March 27th & from 10:00 AM until 4:00 PM, on Sunday, March 28th. *Poplar Grove is not responsible for vendor sales. It is a plant sale, thus salt and pepper may not fly out of your booth. Know your product, your market, your audience.*

For the safety of everyone, no one may move a vehicle on or off the grounds during event hours.

Vendors are responsible for appropriate tax ID numbers and related information. NC Dept. of Revenue requires your CoR or exemption to be prominently displayed during the event.

BOOTH FEES

PLANT VENDORS: includes live nursery plants for landscapes & garden

OUTSIDE ONLY: \$130.00, booth size 20' Width x 10' Depth

ARTS/CRAFTS VENDORS: includes but not limited to cut flowers, assembled gardens such as terrariums and container gardens, garden sculptures, bird houses, metal arts. **You must include 3 photographs or a website.** Please specify if you are direct sales or commercial vendor.

OUTSIDE: \$100.00, booth size 10' Width x 10' Depth

CONCESSION VENDORS: \$100.00 (includes kettle corn, baked goods, take-away produce such as nuts, oranges, apples, etc.)

FOOD VENDORS: \$150.00 – please see FOOD VENDOR APPLICATION.

Deadline: Due to the cancellation of the 2020 Herb and Garden Fair from COVID 19, all 2020 vendors have first right of refusal to participate in the 2021 show. Since the 2020 show was sold out, all new 2021 applications will be placed on a waitlist until verification of 2020 roster. Available spaces will be filled in order of product suitability.

PLEASE SEND APPLICATION ONLY, NO PAYMENT UNLESS CONTACTED WITH CONFIRMATION OF ACCEPTANCE. Applications will still be accepted until Friday, March 19, 2020, or until show is filled.

Classes: Applicants interested in presenting for 45 minutes on Saturday or Sunday will receive a 50% discount on the application fee. Please fill out the Speaker Workshop Contract located on our website <http://www.poplargo.org/festivals/herb-garden-fair/>

Poplar Grove Foundation, Inc. reserves the right to limit categories to avoid repetition.

Mail complete application to:

**Poplar Grove Foundation, Inc.
Herb & Garden Fair
10200 US HWY 17 N
Wilmington, NC 28411**

Confirmation will be sent by e-mail, unless you prefer to send a SASE for your show information. Please notify us of any e-mail address change. **An accepted application is a commitment to show and payment will be due immediately.**

If you have any questions, please contact Suzette at suzette@poplargo.org the most immediate response.

No refunds will be issued for any reason, not limited to cancellation by vendor/site, inclement weather, snow/ice storms, global, national, regional local pandemic, personal illness, nuclear explosions, acts of war, domestic and foreign, death of family member, any cruel act of God or nature, etc. We will issue you a credit for another show of your choice.

This event is held RAIN or SHINE!

POPLAR GROVE FOUNDATION, INC.
2021 Herb & Garden Fair Application

Complete & return this application no later than March 19th. Payment will be due upon acceptance via email.

PLEASE PRINT CLEARLY

Contact Person _____

Business Name _____ Website _____

Address _____

City _____ State _____ Zip _____

Phone _____ Email _____

Social Media Outlets _____

All vendors are required to provide a copy of your **NC Dept. of Revenue Certificate of Registration** or the certificate of registration number. Attach a copy of your CoR, or provide number here: _____

Farmers that sell *only* products they grow themselves, and have an exemption, are required to attach a copy of the exemption, or provide exemption number here: _____

APPLYING AS: _____ Plant Vendor (\$130) _____ Arts/Crafts Vendor OUTSIDE (\$100)
_____ Concessions (\$100) _____ Arts and Crafts Ag Museum (Limited spaces) (\$115) _____

ITEMS TO BE SOLD. List items to be sold. Arts & crafts vendors must also submit 3 photographs or include a website/Facebook page where items can clearly be viewed:

SPECIAL CONSIDERATIONS (permission to park vehicle at booth location – limited spacing, require electricity, double booth, commercial products, handicapped considerations, etc.)

GENERAL RELEASE: The undersigned does hereby and forever discharge Poplar Grove Foundation, Inc. of and from all manner of actions, suits, damages, claims and demands whatsoever in law or equity, from any loss or damage to the undersigned's property while in the possession, supervision or auspices of the Herb and Garden Fair.

Applicant's Signature

Date