

Clermont Garden Club Spring Garden Festival – Vendor Criteria

All products being exhibited must be high quality garden, garden décor, plants, or wildlife related items.

GENERAL

- **The Spring Garden Festival will occur on Saturday, May 4, 2024 , from 9:00 AM until 2:00 PM**
- Set up for the event will take place between 6:30 AM and 9:00 AM.
 - Breakdown for the event will take place between 2:00 PM and 4:00 PM.
 - Vendors are expected to stay for the entire event 9:00 AM – 2:00 PM.
- Vendor fees are non-refundable after acceptance to the event. This is a fundraising event.
- There will be no rain date scheduled. Festival Chair will determine early closing of the event in case of inclement weather.
- The address of Clermont Garden Club is 849 West Avenue, Clermont FL34711. Center Lake Park is adjacent to the club grounds.
- The cell phone number for Cindy Simon, Chairwoman is: 352-978-9542. Email is bsktcindy@earthlink.net.

VENDOR RULES

1. Parking shall be provided for vendors near the Festival grounds. Clermont Garden Club reserves the right to limit vehicle access and to direct traffic in such manner as it may determine necessary.
2. To keep the set-up process on a timely schedule, vendors must be punctual. Vendors arriving late will be unable to access their reserved assigned space by vehicle. Late arrivals will be required to hand carry their items to their space.
3. Vendors may not share their booth with other vendors without prior approval.
4. Vendors must provide their own canopy, tables, chairs, and signage. Booth areas must be maintained in a clean and professional manner. Additionally, vendors must provide tie downs for their canopy.

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5. Generators are not allowed at booths.
6. The sale of raffle tickets by vendors and organizations is strictly prohibited. No donation jars will be allowed by vendors.
7. Vendors may not bring music or entertainment.
8. The sale of food and beverage by vendors must be approved by the Festival committee.
9. Vendors are responsible for the removal of all materials and trash from their booth location. Any trash not fitting in City receptacles must be taken with you.
10. Vendors must sell at retail pricing during the festival. No wholesale operations may be conducted at this event.
11. Vendors must collect and remit Florida Sales Tax in accordance with applicable laws and regulations.
12. **Food vendors must be on the approved list of the City of Clermont, FL.**

OTHER ITEMS PROVIDED BY CLERMONT GARDEN CLUB, INC

- An approximate 10' x 10', 10' x 20', 10' x 30' or 10' x 40' area of land for a booth, which may include trees, shall be provided for each Vendor's use from 6:30 AM through 3:00 PM on Saturday, May 4, 2024; provided, however, that sales may occur only during the hours of 9:00 AM to 2:00 PM. Booth size is determined by the price paid for said booth.
- Booth assignments shall be made upon submission of fully completed forms and full payment.
- Booth assignments may be revoked for failure to comply with these policies and procedures.
- The event is outdoors. Access to water will be provided to the extent available at the Clermont Garden Club. Be prepared to transport water in vessels of your own.
- A map showing the location and assignment of booths will be available at check-in.

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- Drive through for set-up and un-loading is available, provided however, Clermont Garden Club reserves the right to limit access by large trucks and to direct traffic in such manner as it may determine necessary.