

MICHIANA MASTER GARDENERS ASSOCIATION 2024 ELKHART COUNTY GARDEN EXPO



FEBRUARY 24, 2024
9:00 a.m. – 3:00 p.m.
FAITH UNITED METHODIST CHURCH
22045 C.R. 18
GOSHEN, INDIANA 46528



Under the auspices of Purdue Extension Service of Elkhart County, Michiana Master Gardeners' Association is hosting its Fifth Annual Garden Expo for the community. There will be educational workshops and demonstrations, as well as opportunities to shop and purchase from a variety of vendors throughout the day.



Janet Macunovich, professional gardener – author, planted and maintained landscapes for over 40 years in her home State (Michigan) and a dozen others. She continues to enjoy educating gardeners through her books, lectures and webinars.

🌀 Full Day Event 🌀 1,000+ Attendees Expected
🌀 Multi-Outlet, Multi-County Advertising

🌀 Vendors 🌀 Plant Sale 🌀 Silent Auction 🌀 Door prizes
🌀 Master Gardener Demonstrations 🌀 Food Vendors on site

There are several ways to participate in the Garden Expo— a **Sponsor**, be a **Vendor**, be an **Advertiser**, or a **combination**. See the following pages for specific details.

CONTACT THE FOLLOWING PEOPLE FOR INFORMATION:

Sponsorship

Carol Rayl, Chair, 574-903-4848, cinovy@comcast.net

Vendor Booth

Heidi Zavatsky, 574 295-5956, hkz1430@aol.com
Anne Overmyer, 574 304-4316, anneovermyer@icloud.com

A full-color program book will be given to every attendee, vendor and event volunteer

SPONSORSHIP LEVELS

PLATINUM - \$1,000

- Full page color ad on the back cover, inside front cover or inside back cover of the program book
- One vendor booth space (Additional spaces available at \$50.00 each), 10 Event tickets
- Name/Logo on website, most print advertising, and venue signage
- Name on sponsor listing in program book

GOLD - \$750

- Full page color ad in the program book
- One vendor booth space (Additional spaces available at \$50.00 each), 6 Event tickets
- Name/Logo on website, most print advertising, and venue signage
- Name on sponsor listing in program book

SILVER - \$500

- Half-page color ad in the program book
- Vendor Booth Space available at \$50.00 each
- Name/Logo on website
- Name on sponsor listing in program book

BRONZE - \$250

- Third-page color ad in the program book
- Vendor Booth Space available at \$50.00 each
- Name/Logo on website
- Name on sponsor listing in program book

COPPER - \$100

- Name/Logo on website
- Vendor Booth Space available at \$50.00 each
- Name on sponsor listing in program book

ADVERTISEMENT PRICES

Full Page Back Cover, 5" x 8"	Available only with Platinum Sponsorship
Full Page Inside Front or Back Cover, 5" x 8"	Available only with Platinum Sponsorship
Full Page, 5" x 8"	\$225.00
1/2 Page, 5" x 3 7/8"	\$175.00
1/3 Page, 4" x 2 3/8"	\$125.00

Color JPEG artwork required

VENDOR BOOTH PRICES

10' x 10' Booth, Table, Table Skirt, 2 chairs included	\$100.00 per booth space
10' x 10' Booth, Table, Table Skirt, 2 chairs included	\$ 50.00 per booth space w/sponsorship
Extra Table with Table Skirt	\$ 15.00 each



**MICHIANA MASTER GARDENERS ASSOCIATION
2024 ELKHART COUNTY GARDEN EXPO
VENDOR/SPONSOR/ADVERTISER INFORMATION SHEET AND
VENDOR BOOTH RENTAL AGREEMENT**



COMPANY NAME: _____

(Name as you would like it to appear in the Program Book and any advertising)

ADDRESS: _____ CITY: _____ STATE: _____ ZIP: _____

PHONE: _____ CELL PHONE: _____ FAX: _____

CONTACT NAME/EMAIL ADDRESS: _____

PLEASE CHECK ALL OPTIONS THAT APPLY

SPONSORSHIPS

- _____ Platinum @ \$1,000
- _____ Gold @ \$750
- _____ Silver @ \$500
- _____ Bronze @ \$250
- _____ Copper @ \$100

TOTAL SPONSORSHIPS \$ _____

ADVERTISEMENTS

- _____ Full Page Back Cover, 5" x 8" @Included w/Platinum
- _____ Full Page Inside
- _____ Front or Back Cover, 5" x 8" @Included w/Platinum
- _____ Full Page, 5" x 8" @Included w/Gold
- _____ Full Page, 5" x 8" @ \$225
- _____ 1/2 Page, 5" x 3 7/8" @ \$175
- _____ 1/3 Page, 4" x 2 3/8" @ \$125

TOTAL ADVERTISEMENTS \$ _____

VENDOR BOOTHS (Vendor Booth Rental Agreement Must Be Completed)

- _____ Booths @ \$100 each
- _____ Booths @ \$ 50 each (Sponsor price)
- _____ Extra Tables @ \$ 15 each

TOTAL VENDOR BOOTHS \$ _____

TOTAL DUE MMGA \$ _____

**Checks should be made payable to "MMGA" and mailed with this form to:
Heidi Zavatsky 1430 Strong Av, Elkhart, IN 46514**

DEADLINE: ALL FORMS AND PAYMENT MUST BE RECEIVED BY DECEMBER 15, 2023



Extension

PURDUE EXTENSION
MASTER GARDENER PROGRAM

MICHIANA MASTER GARDENERS ASSOCIATION

2024 ELKHART COUNTY GARDEN EXPO

VENDOR/SPONSOR/ADVERTISER INFORMATION SHEET AND
VENDOR BOOTH RENTAL AGREEMENT



Vendor Booth Rental Agreement

DEADLINE: ALL FORMS AND PAYMENT MUST BE RECEIVED BY DECEMBER 15, 2023

Purdue University Cooperative Extension and Michiana Master Gardeners' Association also referred to as "Event Sponsor", will provide booth space, approximately 10' x 10', at the Elkhart County Garden Expo to be held on Saturday, February 24, 2024, from 9 a.m. – 3:00 p.m., EST. The event will be held at Faith United Methodist Church, 22045 C.R. 18, Goshen, IN 46528. All display items, signage, products, inventory, etc., will be the responsibility of the Renter. Renter agrees to donate an item to be used at the Event Sponsor's discretion for a door prize or silent auction item. Renter must provide protective floor covering if product can scratch or damage flooring. Renter agrees to provide a list of all items, activities and promotions that will be displayed and/or sold on the day of the event. Event Sponsor reserves the sole and exclusive right to re-assign booth locations as it may deem necessary. Renter shall have access to his/her booth from 1:00 - 5:00 p.m. on Friday, February 23, and again from 6:00 – 8:00 a.m. on the day of the event to set up his/her assigned booth. If the booth is not set up and staffed by 7:45 a.m. on the day of the event, the booth space will be reassigned and the Renter will forfeit all monies. Booth rental is \$100.00 per booth. The renter will inform the Event Sponsor if electricity is needed. Payment in full is due with this Rental Agreement to reserve space at the Garden Expo. Booth rental fee is nonrefundable. Booth rent will include one table, one table skirt, and two chairs. Extra tables with skirts are \$15.00 each. Each vendor will receive two (2) complimentary wristbands for the people who will be working at the booth. If more employees are needed, each will be required to purchase a wristband before or at the door for \$10.00. **Checks should be made payable to "MMGA" and mailed with this form to Heidi Zavatsky, 1430 Strong Ave., Elkhart, IN 46514.**

By entering into this Agreement, I, the Renter, agree unconditionally to hold harmless the Elkhart County Garden Expo and the Event Sponsor, including its representatives, employees and assigns, from claims for damage to my property or any personal injury, which I or my associates may sustain while participating in the Elkhart County Garden Expo to be held on February 24, 2024. As an independent contractor, I assume all risk associated with this event. I understand and further agree that, if I do not vacate the premises by 6:00 p.m. on Saturday, February 24, 2024, I will pay a late fee of \$50.00 per hour or part of an hour past the 6:00 p.m. deadline.

Company Name: _____ Contact Name: _____

Products/Services at Booth: _____

No. of Booths Required: _____ Electric Required: Yes No Number of Tables Required: _____

Number of Employees to Work at the Booth: _____

Address: _____ City: _____ State: _____ Zip: _____

Phone(s): _____ Fax: _____

Email: _____ Web Page: _____

Permission to use Name, Address, Phone Number, Email and Web Page on Garden Expo advertising and web page: Y N
If you wish only partial information to be used, please circle those you wish to be known.

Signed by: _____ Date: _____