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Botanical  
Garden

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Dear Vendor,

March 22, 2012

We invite you return as a vendor for our **15th Annual Garden Fair** on Saturday, **June 16** and Sunday, **June 17** at the Alaska Botanical Garden.

The Alaska Botanical Garden is a non-profit 501(c)(3) organization sustained by memberships, donations, and program revenue from educational events such as Garden Fair.

Garden Fair vendor sites are approximately 10-feet by 10-feet and are on uneven ground in a wooded setting. Our vendor fees are the same for food vendors and retail vendors. The Garden does not have potable water or electricity. Most vendors bring a canopy or tent, folding chair, insect repellent, and wooden blocks for leveling tables. We provide security at the Garden Friday and Saturday nights.

Submission of the accompanying registration form and payment by **May 15th** will secure a site at Garden Fair. Every effort will be made to give you the site number you request.

Become an Alaska Botanical Garden member when you register and take advantage of a reduced vendor fee. Membership benefits also include: free admission to the Garden, early admission to the spring plant sale, a subscription to the Alaska Botanical Garden newsletter *Gardens North*, discounts at the Alaska Botanical Garden Nursery and Shop-in-the-Garden, and discounts at many local garden-related businesses.

Your payment also acts as confirmation that you agree to the following Garden Fair rules:

- Only one business or organization is allowed at each site
- Booth must be staffed both Saturday and Sunday
- Space used must be paid for – if you use more than your assigned 100 square-foot site, you will be asked to pay for an extra site
- Smoking is not allowed at the Alaska Botanical Garden
- No pets are allowed at the Alaska Botanical Garden
- Vendors that serve food must have an approved Temporary Food Service Permit obtained from the Alaska Department of Environmental Conservation, Division of Environmental Health, Food Safety & Sanitation Program (<http://www.dec.state.ak.us/eh/forms.htm>)

Should you have questions, please feel welcome to contact me.

Sincerely,

Bill Yeagle

Membership & Stewardship Coordinator

907-770-3692(main)

907-770-0555(fax)

[garden@alaskabg.org](mailto:garden@alaskabg.org)



**Alaska  
Botanical  
Garden**

**Garden Fair 2012  
Saturday & Sunday  
June 16 & 17**

**RETURNING VENDOR REGISTRATION – FORM & PAYMENT DUE BY May 15th**

Garden Fair 2012 11am-6pm Saturday June 16 11am-5pm Sunday June 17

Business Name: \_\_\_\_\_ Contact Person: \_\_\_\_\_

Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Address: \_\_\_\_\_ City/State: \_\_\_\_\_ Zip \_\_\_\_\_

Product Description: \_\_\_\_\_

**Site Request:** Covers Saturday & Sunday (site numbers are based on last year's Garden Fair map)  
Approximate site sizes: Single – 10 ft x 10 ft / Double – 10 ft x 20 ft

I prefer the same site(s) as last year: # \_\_\_\_\_ I prefer different site(s) from last year: # \_\_\_\_\_

**Become a 2012 ABG Member today without increasing your Vendor Fee payment**

\$35 Senior (65 yr+) / Student  \$50 Individual  \$75 Family  \$150 Small Business . \_\_\_\_\_

Vendor Single Site .....  \$200 ABG Member .....  \$250 Non-ABG Member ... \_\_\_\_\_

Vendor Double Site .....  \$375 ABG Member .....  \$450 Non-ABG Member ... \_\_\_\_\_

Single Site for 501(c)(3) Garden Network Plant Vendor .....  \$100 ..... \_\_\_\_\_

Single Site for other 501(c)(3) non-profit organization .....  \$125 ..... \_\_\_\_\_

I will need: \_\_\_\_\_ 8-ft tables @ \$15 each ..... \_\_\_\_\_

I will need: \_\_\_\_\_ chairs @ \$5 each ..... \_\_\_\_\_

**Site reservations are taken on a receipt of payment basis  
No refunds will be made for cancellations**

**Total** \_\_\_\_\_

Check: # \_\_\_\_\_  Master Card  Visa  Discover

Credit Card: # \_\_\_\_\_

Expiration Date: \_\_\_\_\_ Billing Zip Code: \_\_\_\_\_

Name on card *if different than Contact Person*: \_\_\_\_\_

**Setup Request:**

I will not drive a vehicle to my site (ABG Nursery carts can be used to transport products to the site)

I must drive my (please describe vehicle and trailer) \_\_\_\_\_  
into the Garden at the following preferred time(s):

Friday  10am - 12pm (F1)  12 - 2pm (F2)  2 - 4pm (F3)  4 - 5pm (F4)

Saturday  7 - 8am (S1)  8 - 9am (S2)

Sunday  8 - 9am (SU)

**Saturday & Sunday: no vehicles enter after 9am & all vehicles must leave the Garden by 10am**

DATE PAYMENT RECEIVED: \_\_\_\_\_

**Garden Location: 4601 Campbell Airstrip Road / Office Location: 3701 E Tudor Road, Suite 203  
Mailing Address: PO Box 202202 Anchorage, AK 99520 (907) 770-3692 www.alaskabg.org**