



3rd Annual
Virginia Garden Festival
September 20, 2008

Guidelines for Participation

The Virginia Garden Festival is an activity of the Virginia Green Industry Council. Our purpose is to promote the Virginia horticulture industry and all the products and services they provide - to educate the public about successful gardening practices – and to encourage environmental stewardship.

Location Science Museum of Virginia, 2500 West Broad Street, Richmond, VA 23220 – for directions go to www.smv.org/visit/directions.asp

Date Saturday, September 20, 2008 9:00 AM to 4:00 PM

Set Up Friday, Sept 19 - 4 PM to 8 PM and Saturday, Sept 20 - 7 AM to 8:30 AM

Applications All applications and fees for participation must be received by July 18

Take-Down 4 PM to 8 PM Saturday, September 20 – No take down prior to 4 PM

Exhibit Fees

Sales of Merchandise	\$100.00
Commercial Services	\$100.00
Food	\$100.00
Educational (donation requested to VGIC)	00.00

Museum Fee

The Science Museum of Virginia requires a fee from all exhibitors selling product of 5% of gross for the day. Festival staff will collect this fee at the end of the day. Exhibit fees were reduced for 2008 compensate for this charge.

Insurance All exhibitors must have their insurance companies provide VGIC with a copy of their liability insurance. Fax to Rick Baker at 301-498-6944 or email to rick.baker@vdacs.virginia.gov



Virginia Garden Festival Application

Business / Organization Name _____

Contact Person _____

Phone _____ Cell Phone _____ FAX _____

Address _____

Email Address _____

Description of Products / Services / Activities you plan to sell / display / promote

Exhibit Size Standard exhibits are 10' x 10' for additional space and charges contact Rick Baker at 301-776-7147 or email rick.baker@vdacs.virginia.gov

Vendor Category

Plants for Sale _____

Crafts for Sale _____

Gardening Products for Sale _____

Gardening / Landscaping Services _____

Educational / Commodity Groups _____

Food _____

Please Fill Out and Send to (with fee and insurance)

Rick Baker
VA Garden Festival
11733 Wayneridge Street
Fulton, MD 20759

Direct Questions to Rick Baker at 301-776-7147 or 301-275-2077 (cell)