Marion County Master Gardeners' spring festival
Always the 2nd weekend in March!

2232 NE Jacksonville Road, Ocala, FL 34470
https://sfyl.ifas.ufl.edu/marion/master-gardeners-/
352-671-8400

Saturday, March 13, 2027 Sunday, March 14, 2027

EDUCATIONAL/NONPROFIT APPLICATION

Company name: _____

Physical address:_____

Contact name: _____Primary phone: _____

Email address: _____Secondary phone: _____

No items or products can be "for sale" or "sold" or "raffled" in Educational/NonProfit spaces.

Our aim is to provide our patrons with (handouts, promotional items, etc.):

_____

_____

Provide a link to your company's website or social media address to be included in our advertising. Reference us (https://sfyl.ifas.ufl.edu/marion/master-gardeners-/) in your advertising for the area's largest all-in-one garden and plant expo.

Company Website or Social Media Address: _____

Does your setup include a tent/canopy? Yes ☐ No ☐

Items we may provide if requested: (please check items required) One Table ☐ Two Chairs ☐

☐ **I have read and agree to the Educational/NonProfit terms and conditions.**

Applicant Signature_____Date_____

Please send completed application via email to mcmgsf@outlook.com or mail to the address above

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Saturday, March 13, 2027 8 a.m. to 4 p.m.
Sunday, March 14, 2027 9 a.m. to 4 p.m.

EDUCATIONAL/NONPROFIT TERMS AND CONDITIONS

Please read carefully.
Marion County Board of County Commissioners, University of Florida, Marion County Extension Service, University of Florida Institute of Food and Agricultural Sciences (UF/IFAS), and/or UF/IFAS Master Gardeners will not be responsible for any loss, damage, nor injury to any person or property of participating 8

Applications: Vendors are required to submit complete and signed applications. Applications must include a photograph of tent or space intended for use during the festival. A scale drawing depicting exact measurements and setup will be accepted in lieu of photograph.

Space assignments: Applications for vendors will be required by Jan. 31, 2027. Vendors who do not meet the above January deadline may not be included in festival advertising, including Day-of-Event flier. Spaces will be assigned, and vendors will be notified by the end of February. Master Gardeners may provide up to one table and two chairs to each vendor at their assigned space if requested on vendor application. Space parameters will be clearly defined prior to set up; extending beyond space boundaries is prohibited. Space subletting is prohibited without prior approval from committee chair. The sale of items from spaces will not be permitted to vendors.

Educational/Nonprofit parking: During festival operating hours, all vendor personal vehicles must be parked in the designated vendor parking area. Vendors must follow all posted traffic management signs. Vendors will be issued parking permits during initial set-up, which must be displayed prominently in or on the vehicle. Parking is on a "first-come, first-served" basis and can be accessed via gate 7 only for the duration of the weekend. Vendors are reminded that there will be many vehicles of varying sizes in the vendor parking area and to park as efficiently as possible to allow for as many vendor vehicles as possible in these prime spots. All overnight recreational vehicles (RVs) MUST be approved and paid for at the time of final payment. RVs will be required to park in the vendor parking lot and should notify festival staff during initial set up.

Set-up times and gates are restricted to the following:

Date	Time	Gate
Thursday, March 11	10 a.m.-6:30 p.m.	1, 2
Friday, March 12	9 a.m.- Late	1, 2

Saturday, March 13	6-7:30 a.m.	7
Sunday, March 14	7-8:30 a.m.	7

Vendors WILL NOT be allowed on festival grounds for setting up outside these times.
NO vehicles will be allowed at the main entrance gate at any time during festival hours.

Event requirements: 1) Vendors are required to keep their space neat, clean and aesthetically pleasing for the duration of the festival. 2) Vendors permitted to use the electrical connections must supply all extension cords needed for their space(s). 3) Alcoholic beverages are prohibited on county-owned property and therefore not allowed on festival grounds. 4) All tents must be secured to protect your product and the inventory of other vendors. NOTE: Wind is a factor this time of year; set up accordingly.

Restocking: Replenishment of space(s) will be allowed during festival and after closing. **UNDER NO CIRCUMSTANCES WILL NON-AUTHORIZED VEHICLES BE ALLOWED ON FESTIVAL GROUNDS DURING OPERATING HOURS.** Only designated vehicles for Festival staff and emergency response vehicles will be allowed on Festival grounds during festival hours of operation. Vehicles will not be allowed to park at main gate at any time during festival hours of operation.

Clean up: Vendors will be responsible for leaving their space(s) in the same condition as prior to the festival.

Prohibited on Festival grounds: 1) Generators. 2) Obstructions to walkways. 3) Digging holes. 4) Dogs and pets other than certified service companions. 5) Bicycles and motorized vehicles.

Security: The festival grounds will be patrolled on Friday and Saturday nights.

Break-down times: Sunday, March 14, from 4:15 to 7 p.m. and Monday, March 15, from 8 a.m. to noon.*

DUE TO SAFETY CONCERNS FOR VENDORS AND GUESTS, LAW ENFORCEMENT WILL PROHIBIT VEHICLES FROM ACCESSING FESTIVAL GROUNDS PRIOR TO 4:15 P.M. ON MARCH 14.
***Break down is permitted on Monday, March 10, with prior approval of Festival Committee Chair.

Non-discrimination policy: It is the policy of Marion County Board of County Commissioners to maintain an environment free of all forms of unlawful discrimination. The festival affords equal opportunity to all vendors and patrons without regard to race, color, gender, gender identity, sexual orientation, political affiliation, religion, age, marital status, disability or handicap, veteran status or national origin or other criteria protected by law.

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