



K-STATE

Research and Extension

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Extension

Harvey County

Courthouse, 800 N. Main, Room 11

P.O. Box 583

Newton, KS. 67114-0583

316-284-6930

Harvey County Home and Garden Show

March 11 & 12, 2017

National Guard Armory

400 Grandview, Newton KS

Theme - BFF (Best Friends Forever) In the Garden...Birds...Bees...Butterflies

Dear Prospective Exhibitor:

In an effort to promote area home and horticulture business, and to provide educational opportunities, the Harvey County Master Gardeners are hosting the annual Harvey County Home and Garden Show [HCH&GS]. The dates are scheduled for Saturday, March 11 from 8:30 a.m. – 5 p.m. and Sunday, March 12 from Noon – 5 p.m.

This event will be in the National Guard Armory at 400 Grandview in Newton. The show theme is **“BFF (Best Friends Forever) In The Garden..Birds...Bees..Butterflies.**

This year at the show a kids make a **“Mini Scarecrow”** decorating activity for the youth.

This is prime time for planting and home remodeling and will make a great event. Speakers, both local and statewide, are confirmed for the educational seminars and sponsors have been secured for the show.

In addition to local and state advertising for the show, a website will give detailed information. All participants will be listed and links provided, if they have their own website. In order to include your business information, we must receive your registration no later than **March 1**.

This year we will offer two booth sizes. The smaller booth size (8' x 8') costs \$20 per space (limit 2). The larger booth size (10' x 10') is an affordable \$30 (limit 2). If you would like electricity there is an additional fee of \$5 per booth. After March 1, the fee will be \$30 and \$40 per booth space. Please see the enclosed registration form. **Your booths must be staffed from open to close, both days of the show.** Admission fee includes all educational seminars. To help beautify the show, we ask that you include at least **three square feet** of living plant material in your booth.

The Harvey County Extension Service, Master Gardeners Volunteers and the National Guard Armory are not responsible for lost/missing/stolen items or for accidents. We encourage exhibitors to have liability insurance. If you have further questions, please call me at (316) 284-6930.

Sincerely,

Scott Eckert

Scott Eckert
Harvey County Extension Agent, Horticulture

Harvey County
Home and Garden Show 2017
 March 11 (8:30 a.m. – 5 p.m.) and March 12 (Noon – 5 p.m.)
 National Guard Armory
 400 Grandview, Newton KS

Name of Business _____

Mailing Address _____

City _____ State _____ Zip _____

Phone _____ Email _____

Website _____

Name of Business' Event Coordinator _____

Booth Registration

(Tables and chairs are your responsibility. We cannot offer mixed sized booth combination. Limit 2 booth spaces per exhibitor.)

Booth Options	Price/Booth	Quantity	Total
8' x 8'	\$20 (\$30 after March 1)	_____ (limit 2)	_____
10' x 10'	\$30 (\$40 after March 1)	_____ (limit 2)	_____
Electricity	\$5 (1 plugin)	_____	_____
Total Registration Fee			<input style="width: 80px; height: 25px; border: 1px solid black;" type="text"/>

Would you be willing to provide a door prize? If so, please specify the item for inclusion in our brochure. _____

**Make Checks payable to Harvey County Master Gardeners.
Send check and booth registration form to:**

Harvey County Extension – Master Gardeners
PO Box 583
Newton KS 67114

For more information, please call Scott Eckert at (316) 284-6930 or seckert@ksu.edu .

(over)

- Set up Friday, March 10 12 – 7 p.m.
Special arrangements available by calling Scott Eckert, (316) 284-6930.
- Tear down Sunday, March 12 **NOT BEFORE** 5 p.m.
Monday, March 13 by appointment only

The HCH&GS reserves the right to limit show participation to only approved businesses.

Exhibitor hereby releases the HCH&GS and its sponsors from any claim for damage and injury to property or person in conjunction with Exhibitor's participation in the show.

Exhibitor agrees that the HCH&GS show may include exhibitor's name and products/services in advertising and promotional material. Your booth **MUST** be staffed both days for the duration of the show. **If you do not, you may not be invited back.**

I have read and agreement with the above terms and conditions.

Date

Signature of Representative

We are offering a Grand Prize this year. To win, attendees will fill out a questionnaire. Please submit one multiple choice question about your product or service. Attendees should visit your booth for the answer. Drawing for the grand prize will be held at the end of the garden show from the completed questionnaire.

K-State Research & Extension is an equal opportunity employer & provider. K-State Research & Extension is committed to making its services, activities & programs accessible to all participants. If you have special requirements due to physical, vision or hearing disabilities, please contact Scott Eckert at 316-284-6930.