

2024 Idaho Gourd Society Vendor Application and General Information

The Idaho Gourd Society would like to invite gourd artists, gourd farmers, and commercial gourd suppliers to join us for the 2024 Idaho Gourd Festival from Friday to Sunday, September 20, 21 and 22. The festival will be held at Franz Witte Garden Center, 20005 11th Ave, Nampa, Idaho. IDGS will make all attempts to accommodate all applicants, but CANNOT guarantee we'll have the number of booths necessary nor can we guarantee booth locations. Vendor spaces may be outdoors or under a large tent. Booth locations are not determined until shortly before the festival and are subject to change without notice. 2023 vendors have first preference followed by new vendors. To reserve your space, returning 2023 vendors must submit this application with payment by June 1, 2024. New vendor applications are being accepted starting May 15, 2024. Vendor acceptance notification will be as soon as possible thereafter.

1. Name: _____ Email: _____
2. Phone: _____
3. Please let us know if you plan to use electricity. NOTE: Electricity is NOT available at every booth. _____
4. Booth size request:
 - a. IDGS Member 10 x 10 (\$50 each) How Many? _____
 - b. Non-Member 10 x 10 (\$75 each) How Many? _____
5. Describe the products you will be selling. _____
6. To help us promote the festival we'd like to share info about our vendors. Please indicate where to find you online. Instagram? Facebook? X? Website? _____
7. Are you sharing a booth or would you consider sharing a booth with another person and if so, who? Remember, each person selling will need an Idaho Seller's Permit. _____
8. Comments: _____

Please check all that apply:

- I am a current IDGS Member. I am NOT a current IDGS Member.
- I was a 2023 festival vendor.
- I understand the Idaho State Tax Commission requires sellers to register for the event set up on their website.*
- I have a Permanent Idaho Sales Tax Permit. I will obtain an Idaho Temporary Seller's Permit.
- I agree to and understand the General Vendor Information shown below.
- I have attached my check payable to the Idaho Gourd Society or
- I have paid online at <https://www.idahogourdsociety.org/vendors.html> (A non-refundable convenience fee is added to your cost.)

Signature of Applicant

Date

Send this application to:

Chris Peters, IDGS Festival Vendor Chairperson, 24512 Hartley Ln, Middleton, ID 83644

Send by email if you have paid online: cpetersusa@gmail.com

GENERAL VENDOR INFORMATION

Vendor booths are available for individuals or small businesses who are selling gourds, crafted gourds, or gourd related supplies and tools, not exception. Approximately 80% of what you sell must be gourds, gourd related or supplies and tools of any type that can be used on gourds. Artist items must be appropriate for our event. Vendor spaces may be outdoors or under a large tent. Booth locations are not determined until shortly before the festival and are subject to change without notice. Vendors will need to provide their own tables, chairs, and booth displays. Rentals are not available. If your booth is located outside it is advisable to set up a personal tent. If your booth is inside the main tent, a personal tent can be used but natural lighting is diffused. You will need to bring your own electrical cords and cover any exposed cords. Electricity is NOT available at all booth locations.

Vendors must be at their booth during the festival's hours of operation which are 9 AM to 6 PM Friday and Saturday and from 10 AM to 3 PM on Sunday. Booth set up and take down takes place during the business hours of Franz Witte. Booth set up is the afternoon of Thursday, September 19, 2024 and must be completed by 6:00 PM. Take down can begin at 3:00 PM Sunday, September 22 but must be completed by 5:00 PM. Due to security reasons you may not wish to leave valuables out overnight. We recommend each vendor acquire liability insurance. Franz Witte, IDGS, including its officers, directors and appointed directors, will assume no responsibility for any property brought to the premises.

Cancellation: You may cancel anytime but to receive a refund you must cancel in writing on or before August 20, 2024. If you paid online the convenience fee is not refundable.

Should "Acts of God" or other unforeseen calamity cause the festival to be canceled, immediate notice will be given to all vendors. A refund of all monies paid in advance will be mailed to vendors within 60 days. The Idaho Gourd Society and Franz Witte Garden Center are totally committed to hosting this event, but shall not be liable for claims of lost profits, business, or any other damage if the festival has to be canceled or rescheduled.

Vendor Donations to Silent Auction or Gourd Store: We would appreciate a donation for IDGS fundraising.

All vendors **must** have a current Permanent Idaho Sales Tax Permit or a Temporary Idaho Seller's Permit.

***Idaho Sales Tax Collection and Reporting:** Our event is set up on the Idaho State Tax Commission website. You cannot sell at our festival unless you have registered before the festival. Below are the instructions for registering. You need this information: **IDAHO GOURD SOCIETY GOURD FESTIVAL, Event ID 1625292800**
Do the following:

1. Go to tax.idaho.gov/GoToTAP and under "Sellers and Promoters" click "Register as a Temporary Seller or Promoter."
2. Choose "Seller WITH Event ID" > "Next"
3. Choose "I am going to an event" > "Next"
4. Enter the Event ID > "Next"
5. Enter your Seller Information > "Next"
6. Choose Purpose: "I am not making taxable sales," "I have a regular permit" or "I need a temporary permit." > "Next"
7. Review your entry > "Submit"
8. Check your email account for further instructions or attached Temporary Sellers Permit (if applicable).
9. Send registration confirmation to Janet Melligh, IDGS Treasurer

Vendor questions? Chris Peters cpetersusa@gmail.com

Tax questions? Janet Melligh jm.melligh@comcast.net