

**WILLIAMSON ORCHARDS & VINEYARDS - VENDOR APPLICATION FORM** Thank you for considering our Mom's Weekend at Williamson! Due to limited space and to ensure diversity in wares, this is a juried craft show. All applications will be reviewed and notified whether they have been selected or not. We will also include information you need to know regarding your participation. We look forward to working with you!

Contact Name: \_\_\_\_\_

Business Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

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

Website/Social media/Etsy: \_\_\_\_\_

May we list you in our advertising? Yes : \_\_\_\_\_ No: \_\_\_\_\_ Number of booth spaces : \_\_\_\_\_

IF your booth requires additional setup/teardown time please tell us. Estimated time needed: \_\_\_\_\_

**\*\*\*Please include example images of your product.\*\*\***

Images can be submitted by email ([info@willorch.com](mailto:info@willorch.com)), a web link or hardcopy prints turned in with application.

All arts and crafts sold at the MOM'S WEEKEND AT WILLIAMSON must be an individual's creative effort and sold by the artist or a representative thereof, exceptions to this requirement can be made on a case-by-case basis. The sale of items not created by you must be approved by Williamson's staff.

**Please briefly describe the art or craft item(s) you wish to sell, please include your range in prices. If you did not make the items yourself, please name the artist or craftsperson.** \_\_\_\_\_

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**Waiver of Liability and Statement of Authenticity and Vendor Guidelines:** In consideration for participating as a vendor at the MOM'S WEEKEND AT WILLIAMSON'S, I assume all risks of injury suffered while on and/or upon the premises of Williamson Orchards & Vineyards, and release and agree not to sue Williamson Orchards & Vineyards, its employees, or anyone connected with Williamson Orchards & Vineyards of any claim, damages, costs, or cause of action which I have or may in the future have as a result of injuries or damages sustained or incurred while on and/or upon the premises of Williamson Orchards & Vineyards as a vendor. I, the undersigned, have read the Waiver of Liability and Statement of Authenticity and the Vendor Guidelines and both understand and agree to abide by each.

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

**\*\*\*DO NOT SEND PAYMENT AT THIS TIME.\*\*\***

Send completed application to: Williamson Orchards & Vineyards, 14807 Sunnyslope Rd. Caldwell, ID 83607. Or email to [info@willorch.com](mailto:info@willorch.com). We will invoice those vendors that are selected to participate.

**Deadline to submit an application is March 17th, 2023. We will notify all applicants if they've been accepted by March 31st, 2023**

**If you have any questions please contact us at [info@willorch.com](mailto:info@willorch.com).**

### **WHAT YOU NEED TO KNOW ABOUT MOM'S WEEKEND AT WILLIAMSON'S**

**Location:** Williamson Orchards & Vineyards, 14807 Sunnyslope Rd. Caldwell, ID 83607 **Date/Time:** May 13th & 14th, 2023 from 12pm to 5pm.

**Vendor Hours/Attendance:** Set up time will begin at 11:00 AM. Be set up and ready to start selling at 12pm. Sales go through 5pm both days of the event. If you need additional time to set up or tear down please let us know prior to the start of the event. We prefer that vendors attend both days at the event, but exceptions can be made on a case by case basis.

**Logistics:** This event will be held outside, in order to maintain public health safety. Vendors must provide their own tent, tables and chairs. Williamson Orchards & Vineyards will determine where you will be set up depending on the number of booth spaces needed per vendor. Access to electricity is limited, please notify us prior to the event if you require access to power. Williamson's will provide a hand truck and/or cart to help with the loading in/out process. Once unloaded, please park in the vacant lot just south of the tasting room and house. Vendors may leave their tent and tables overnight but we encourage vendors to pack up or secure any valuables each night. Vendors must provide their own point of sale system but we can provide access to WiFi service upon request.

**Fees for vendors:** \$40 per 10 x 10 ft booth space. If additional space is needed and available, vendors can purchase an additional 10 x 10 ft space for \$30. Once Williamson's has selected the vendors, all applicants will be notified. Those applicants that are selected will be invoiced prior to the event for their booth space.

**Scope:** This will be the second time we have hosted Mom's Weekend as an outdoor event. This allows guests to mingle and shop while allowing for air flow and social distancing. In the past, when the weather cooperated, we brought in approximately 150 – 175 people per day. We are hoping to see close to these numbers again.

**Marketing:** We will be advertising this event via our posters/flyers in our retail tasting room, on our website, in our newsletter (which goes out to about 1600 followers), and our social media platforms (Facebook, Instagram). In addition, we will use our connection with several industry organizations (i.e. Sunnyslope Wine Trail, Idaho Wine Commission) to share event information. Finally, we will ask all participating vendors to share the event details on their own individual platforms and networks.