

15 January 2022

Dear Exhibitor:

Thank you for your interest in the 2022 Friends School of Minnesota (FSM) Plant Sale. The Garden Fair (Exhibitor sale) will be held Thursday May 5 – Sunday May 9, 2022 outside the Grandstand on Dan Patch Avenue on the Minnesota State Fairgrounds. Exhibitor space within the Garden Fair during the plant sale will connect you with thousands of Minnesotans who are interested in the unique character of our annual event and who support our school's core values of peace, justice, simplicity, integrity, and community.

Please note the following:

- Exhibitor sale dates: Thursday May 5 (optional 3 pm–8 pm), Friday May 6 (9 am-8 pm), Saturday May 7 (10 am-6 pm), and Sunday May 8 (10 am-2 pm). The volunteer pre-sale (by invitation only) is on Thursday May 5 (3 pm to 8 pm). While you may open for business that afternoon/evening, feedback from Exhibitors is that Garden Fair sales are very small that afternoon/evening. As a result, many Exhibitors do not find it worth opening until Friday morning when the sale opens to the public. You may sell on Thursday, though, if you wish. Each booth in the Garden Fair is issued 2 complimentary tickets to the Thursday pre-sale as well as 2 coupons for the discount plant sale on Sunday.
- No unsealed food or beverages can be sold or offered for consumption on site or from Exhibitors' booths without additional permits. Application for offering samples is by separate application through the Minnesota State Fair and the State of Minnesota. More information is available upon request.
- Exhibitors in the Garden Fair are chosen from applications reviewed and accepted by the FSM plant sale committee. Our criteria are based on finding Exhibitors who can provide products or services that do not duplicate those offered by the Friends School of Minnesota. Uniqueness can be determined by comparing your stock to our previous plant sale catalogs. The catalog is available online at <https://www.friendsschoolplantsale.com/catalog>
- Submission of an application does not guarantee entry into the Garden Fair. To apply to exhibit, please send your registration fee along with your application. We acknowledge your application and deposit your payment if accepted. We notify you and return your registration fee if you are not selected to participate in the Garden Fair.
- Exhibitor check-in and set-up is 12 noon to 2:00 pm on Thursday May 5, 2022 at the wristband station outdoors on Block 39 across from the Grandstand. Please make alternative arrangements with the on-site Garden Fair coordinator, Huong Nguyen, if you are unable to deliver your stock and get it onto your assigned site during those times.
- Please note: parking and un-loading space will be unavailable to Exhibitors Thursday between 2 pm and 8 pm. If you choose to open for sales Thursday, you must be set up for sales by 2 pm. Instead, you may decide to attend the plant sale pre-sale with the 2 complimentary tickets each Exhibitor is given.
- All paperwork required for participation in the Garden Fair must be returned to Friends School of Minnesota by February 7, 2022 if you're interested in having a listing in the printed catalog. Otherwise, exhibit space needs to be reserved by April 14, 2022 and all paperwork must be returned to Friends School of Minnesota by Monday, May 2 before the start of the sale in order to exhibit at the sale.
- Space in the Garden Fair is assigned on a first-come, first-served basis for new Exhibitors. You will be notified of the assigned site for your set-up during the last week of April. Please note that because of a newly installed sidewalk, a new arrangement of the Garden Fair will be designed for the 2022 Garden Fair.
- Exhibitors are responsible for their own signage, tents, tables, and chairs. Nothing can be taped to walls.
- At the close of your final sale day, we will work with you individually to collect FSM's portion of your sales. See application form for specifics.

If you have questions or need additional information, please call Kathie at 612-379-4253 or text her at 612-590-1394 or send an email to kathie@umn.edu. We look forward to seeing you at the 2022 Friends School of Minnesota Plant Sale!

Huong Nguyen will be your on-site coordinator during the Garden Fair again this year. Kathie Simon Frank will communicate with you throughout the application process.

Sincerely,
Kathie Simon Frank and Huong Nguyen
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