

La Porte County Master Gardener Association 2027 Spring Garden Show



Vendor Application

Part 1 - Terms and Conditions and Garden Show Details

The La Porte County Master Gardener Association (LPCMGA) will be presenting its 2027 Spring Garden Show **“Every Garden Can Make A Difference”** at the Michigan City (Indiana) High School on Saturday, April 3, 2027. We expect 500-1,000 visitors. This is an invitation to and application for vendors to participate in our 2027 Spring Garden Show. The Vendor Application is in two parts: Part 1 – Terms and Conditions and Garden Show Details and Part 2 – Vendor Information.

Garden Show Date & Time:	Saturday, April 3rd, 2027; 8 a.m. to 4 p.m. Central Time
Location:	Michigan City High School, 8466 W. Pahs Road, Michigan City, IN 46360.
Set-Up/Tear Down:	Set up occurs between 6 a.m. and 7:30 a.m. on Saturday, April 3rd, 2027. No Friday night set-up. Vehicles must be moved from the front of the school building by 7:30 a.m. Early tear-down is NOT permitted. No breakdowns or packing is allowed before 4:00 p.m. The Garden Show will close promptly at 4:00 p.m. The event is indoors and will take place rain or shine.
Vendor Space:	Approximate single space size is 8' x 10'. Vendors can request 2 spaces. LPCMGA will decide on the placement of vendor spaces. 2 vendors may share one space, but each must submit a separate application. Finalized space assignment and set-up instructions will be emailed by March 1, 2027. Vendor spaces will be located in Building A, 1st floor halls throughout the Auditorium, Atrium and Media Center areas. All display items must fit within vendor's 8' x 10' area.
Staffing:	Two people per vendor space are allowed. Any additional personnel must purchase a ticket to enter the event.
Fee, Fee Payment and Deadline:	One 8' x 10' vendor space is \$50 if the fee is paid by December 31, 2026, and \$65, if the fee is paid after December 31, 2026. One 8' x 10' for nonprofits and businesses that want a table space but will not be selling anything or soliciting orders or contributions is \$25.00 if the fee is paid by December 31, 2026, and \$35, if the fee is paid after December 31, 2026. All fees must be paid on or before February 1, 2027. We urge you to complete your application by October 1, 2026, if possible, and pay by check once you receive LPCMGA's written acceptance of your

	application. Checks should be mailed to LPCMGA, attn: 2027 Garden Show, c/o La Porte County Extension Office, 2857 W. State Road 2, Suite A, La Porte, IN 46350. All fees are non-refundable and will be considered a donation if vendor is a no show. LPCMGA reserves the right to extend or change deadlines.
Vendor Equipment:	Vendor is solely responsible for unloading, loading, set up and take down of vendor's display. Vehicles must be unloaded and moved to designated parking areas before setting up your booth. Vendors are responsible for their merchandise and display items. Vendors can supply their own tables and chairs, or if requested chairs and tables are available for rent from LPCMGA at: \$7 per table, \$1 per chair. Vendors must remove all vendor's items from their space after the close of the event.
Application Process:	Early application by October 1, 2026, is recommended. All applications will be reviewed by, and are subject to the approval of, the LPCMGA Garden Show Committee and are pending until vendor receives a written acceptance of its application from LPCMGA via email. Space is limited, and consideration of vendor's application will be based upon preferences for 2025 LPCMGA Garden Show returning vendors, local (NW Indiana and SW MI) vendors, limiting the number of vendors with the same product/work/ware/mission. Applications will be considered in the order they are received.
Contact for more information:	LPCMGA understands that each vendor is unique and has its own unique concerns. LPCMGA wants to be flexible so that as many interested vendors as possible can participate in the 2027 Spring Garden Show. If you have questions or concerns or need additional information, contact our Vendor/Sponsor Liaison at GardenShow@lpmastergardener.org , please use Garden Show Vendor as the subject line. If you need a call back, be sure to include a phone number in your email.

VENDOR ALSO AGREES TO THE FOLLOWING ADDITIONAL TERMS AND CONDITIONS:

1. This event is a Garden Show, so vendors' displays and merchandise are expected to be garden related and appropriate to our theme, **"Every Garden Can Make A Difference."**
2. Vendors are responsible for any damage they may cause while participating in the event.
3. The vendor area will be clean and orderly during the Garden Show and upon departure. Removal of all items and all trash is required.
4. The LPCMGA reserves the right to restrict the display or sale of any items or services that have not been previously approved.
5. All tax liabilities and permits are the sole responsibility of the vendor.

6. All Vendors are required to carry \$1,000,000 per occurrence general liability insurance and to submit with payment of vendor fees an insurance certificate that names the La Porte County Master Gardener Association as an "additional insured."
7. Vendors with food or food products are solely responsible to meet all legal requirements of the La Porte County, IN, Health Department, and the State of Indiana.
8. There are no refunds. All fees are non-refundable and will be considered a donation if vendor is a no show.
9. Vendors are responsible for their own food/meals.
10. Vendor grants permission to the La Porte County Master Gardener Association, its members, agents, volunteers, sponsors and others the irrevocable and unrestricted right to take, reproduce and use the images, photographs, video and/or audio taken of vendor and/or vendor's table display or merchandise, for the purpose of publication, promotion, illustration, advertising or education, in any manner or in any medium.
11. The La Porte County Master Gardener Association (LPCMGA), its employee(s), agent(s), member(s), and volunteer(s), Purdue University/Purdue Extension, its employee(s) and agent(s), and Michigan City Area Schools (the Indemnitees) are not liable for any loss, theft or damage and will not be liable for any personal injury to the vendor, vendor's employee(s), agent(s), member(s), associate(s) or volunteer(s) and/or to any of vendor's merchandise or property. The Vendor hereby agrees to indemnify, hold harmless the Indemnitees from and against any and all claims, actions, liabilities and expenses and defend the Indemnitees from any acts or omissions to act of the vendor, its employees, agents, members, volunteers, and/or assigns.